

# REPORT OF A. L. A. MEETING FOR 1902

## Public Libraries

(MONTHLY)  
(Except August and September)

Vol. 7

July, 1902

No. 7

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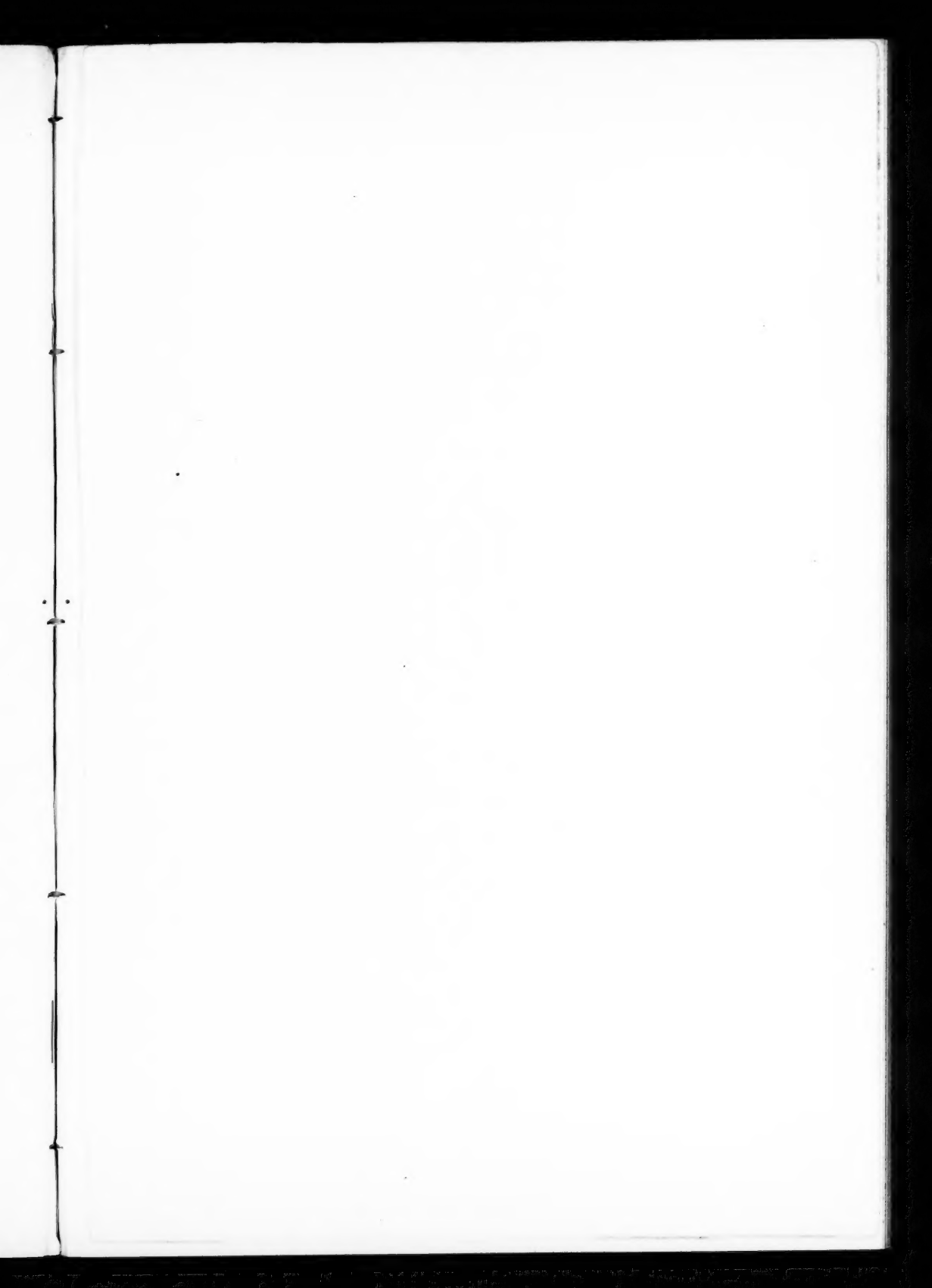
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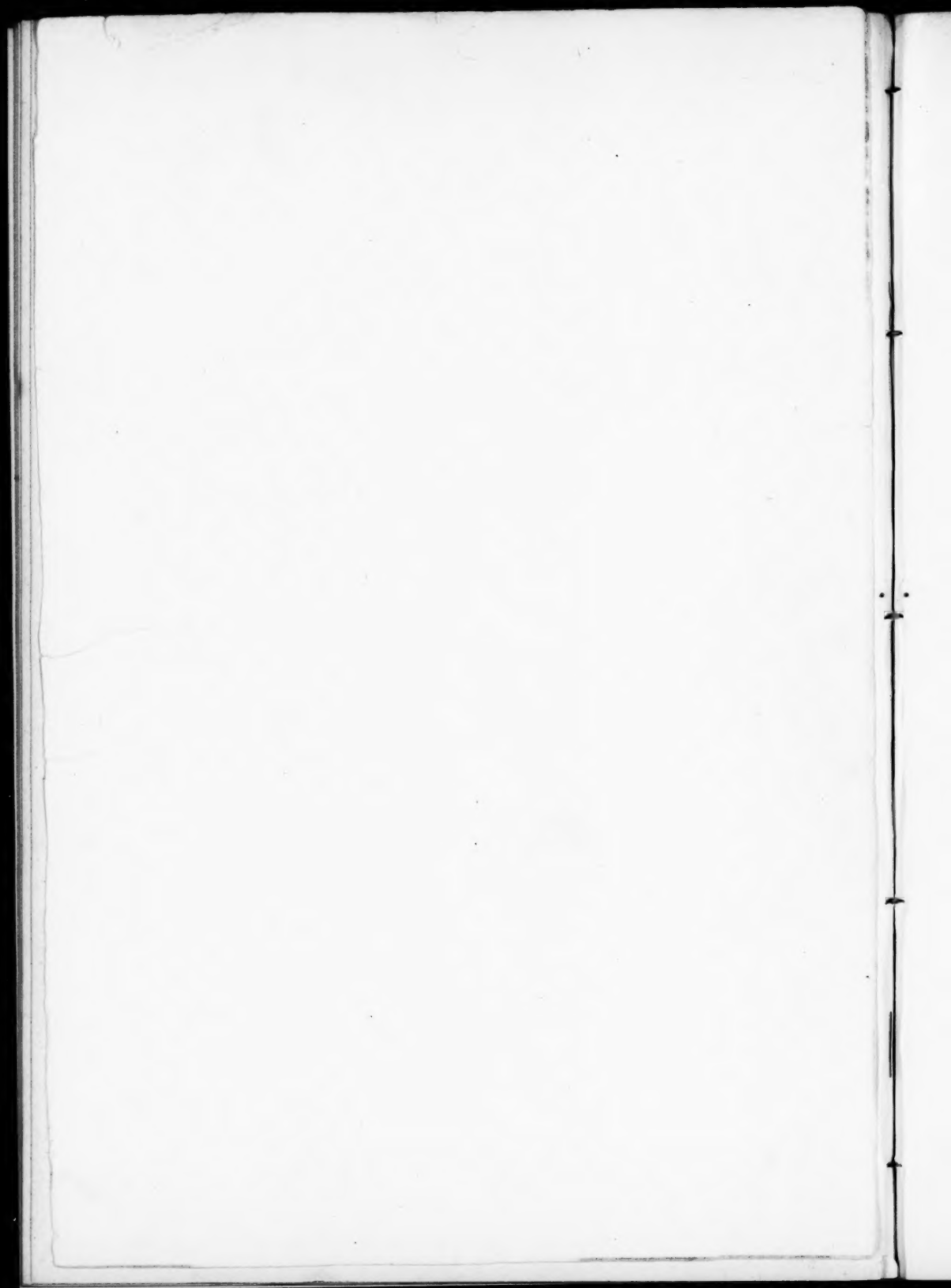
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# Public Libraries

(MONTHLY)

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July, 1902.

No. 7

## American Library Association

Proceedings of Twenty-fourth annual meeting at Boston and Magnolia, Mass.,  
June 14-27, 1902

The meeting on Saturday at the Boston Public library was a good omen of the week—a bright, cool morning; most hearty words of welcome and good cheer; an audience of library people filling the room, and short and pertinent addresses, gave a send-off to the A. L. A. that lent spirit and effectiveness to the rest of the time.

Mr Whitney, in a few words, introduced Dr Normandie, who gave a cordial greeting and expressed an appreciation of books themselves, and the work with them, that spoke to the librarians an appreciation also of their efforts.

Mr Jencks, who was a member of the conference that met in 1853, gave a short history of the early efforts toward organization by library trustees and librarians. The lack of success in that line, according to the speaker, was due to the fact that most of those interested in providing the first meeting afterwards went into more lucrative work. There were 80 persons present, representing 47 libraries and 14 states, but no further meetings were held until 1876. Eight original members of the 1853 meeting are still living, viz: Prof. D. W. Fisk, Florence, Italy; Pres. D. C. Gilman, Baltimore, Md.; S. H. Grant, Montclair, N. J.; E. H. Grant, Washington, D. C.; Rev E. E. Hale, Boston, Mass.; E. A. Harris, Jersey City, N. J.; C. W. Jencks, Providence, R. I., and Prof. A. J. Up-

son, Glens Falls, N. Y. (The latter's death was announced at the meeting of the 16th.)

After a number of announcements the meeting adjourned, and an hour was spent in mutual greeting by those present.

Saturday afternoon and Sunday were spent according to individual taste, but touched throughout by the hospitality and courtesy of the Boston people.

The delegates generally followed the suggestion of the program, and Sunday was spent in Boston viewing the sights of the city and otherwise. Many hospitalities and gracious courtesies were offered by some of the Boston librarians who had friends among the sojourners from the other parts of the country, and although the day was rainy the strangers in the city felt the sunshine in the welcome and kindness shown.

On Monday morning the party gathered at the public library at 10 o'clock, and an electric car trip through Boston was undertaken. This ride covered the principal points of interest of the city and its suburbs, and lasted until twelve o'clock. Guides accompanied each car and, through the megaphone, made quite clear by their facetious remarks the things which otherwise would have been as misty as the day.

On Monday afternoon a large number of the company took the harbor excursion to Boston light and return, while still another party, otherwise engaged during the morning, took the electric car trip. Quite a large con-

tingent made their way during the early hours, however, to Magnolia, and by night the different hotels there were tested in capacity, and certainly in effectiveness of service. After dinner the entire company gathered in the parlors of the Oceanside hotel, where an informal reception was held. Greetings between old friends and new were the order of the evening. Later, the strains of the orchestra from the Casino led the party in that direction, and dancing was indulged in until a late hour.

Tuesday morning was bright and clear, and the large company that gathered in the Oceanside was ready and eager for the opening of the first general session. Promptly at 9.30 Dr John S. Billings took the chair, and after a very few preliminary words called the meeting to order. One of the causes of general satisfaction with the meetings throughout was the fine tact and clear knowledge of parliamentary usage and customs that marked the ruling of the presiding officer. All meetings opened promptly and closed promptly, and one had the feeling throughout as though matters were guided by a master hand.

The business of the general session opened by the consideration of the printed reports of the various committees. The first report was that of the secretary, who reviewed the growth of the association for the year. There were 222 new members enrolled and 75 members reënrolled, making a total membership of 1265. According to the action taken one year ago the surviving members of the board of 1853 were elected honorary members of the association.

The next report was that of the treasurer, which is as follows:

**Summary of A. L. A. Treasurer's report, January-December, 1901**

On hand Jan. 1, 1901..... \$ 307.60  
Receipts:

Fees from members ....	\$2002.00	
Life membership .....	75.00	
Interest .....	18.48	2095.48
		<u>\$2403.08</u>

**Payments:**

Proceedings.....	\$891.07	
Stenographer.....	96.45	
Secretary and conference expenses .....	332.74	
Treasurer's expenses ...	94.81	\$1965.07
Trustees of Endowment fund for investment..		75.00
Balance on hand Dec. 31, 1901.....		<u>363.01</u>
		<u>\$2403.08</u>

The number of members in good standing on Dec. 31, 1901, was 980. During the year 274 new members joined the association and 6 died.

The next report was that of the Endowment fund committee, as follows:

**Endowment fund statement, July 1, 1901, to July 10, 1902**

**Cash account**

**Receipts:**

1901, July 1, Balance on hand..... \$2102.18

**PRINCIPAL**

1902, April 1, Two life memberships (Clara S. Hawes, Lulu Wagner) 50.00

**INTEREST**

1901, Oct. 4, Interest on mortgage loan..... 24.50

1901, Oct. 28, Interest International Trust Co... 20.79

1901, Dec. 31, Interest on mortgage loan..... 75.00

1902, Jan. 13, Interest Brookline Sav'gs bank deposit..... 42.42

1902, April 1, Interest on mortgage loan..... 24.50

1902, June 10, Interest International Trust Co. deposit..... 18.47 \$2357.86

**Payments:**

1901, Dec. 27, To E. H. Anderson, treasurer A. L. A. Publishing board \$600.00

1902, Jan. 13, Interest added to time deposit in Brookline Sav'gs bank 42.42

1902, May 6, Rent of Safe deposit box..... 10.00 \$ 652.42

Cash on hand June 10, 1902, \$1705.44

**Condition of Permanent fund**

1901, July 1, As in last report \$6187.94

1902, April 1, Membership fees as above..... 50.00

Present amount of fund. \$6237.94

On Interest account	
1901, July 1, On hand.....	\$665.04
Interest received, as above.	205.68
	<u>\$870.72</u>
Less payments as above...	610.00
Amount subject to order of the Council June 10, 1902,	<u>\$ 260.72</u>
Total.....	\$6498.66
Available income for next year	
Interest on hand as above..	\$260.72
Estimated income, 1902-03, about .....	<u>275.00</u>
Subject to order of the Council during next year	\$535.72
Assets	
Loan on mortgage at 7 per cent (expires Oct. 1, 1902)	\$ 700.00
Loan on mortgage at 5 per cent (expires June 24, 1902)	3000.00
Time deposit in Brookline Savings bank (interest at 4 per cent).....	1093.22
Deposit subject to draft, In- ternational Trust Co. (at 2 per cent).....	<u>1705.44</u>
	\$6498.66
LIABILITIES, none.	
ANNUAL EXPENSES, \$10 for Safe deposit box.	
(Signed)	CHARLES C. SOULE, Trustee and Treasurer.

BOSTON, June 12, 1902.

At the request of Charles C. Soule, treasurer of the Endowment fund, I have examined his accounts and securities, and find evidence of investment of \$3700 in mortgage loans, of deposit of \$1093.22 in the Brookline (Mass.) Savings bank, and of \$1705.44 deposited with the International Trust Co. of Boston.

I also find his account correctly cast, with proper vouchers for all expenditures.

(Signed) JAMES L. WHITNEY,  
Chairman Finance Committee A. L. A.

The report of the International co-operation committee was sent in and read by the secretary, none of the committee being present. The chairman has been in Europe during the past year, and found that while many countries are interested there is not much progress to report, but there is room to hope for a greater interest after the rules governing the publication of bibliographies and catalog cards by the Library of congress are more definitely settled. There was no representative at the International publisher's association. The Smithsonian bureau has shown within the past year considerable activ-

ity in the work on the International catalog and the various departments of science.

J. C. Dana, chairman, reported on the work with the National educational association. A large part of his report has already appeared in June number of PUBLIC LIBRARIES. His suggestion that the A. L. A., together with the N. E. A., publish a library handbook to be distributed among normal schools was passed to the council for action.

F. J. Teggart, compiler of the Handbook of American libraries, reported that it was impossible to make this an entirely complete work, owing to the lack of interest by many of the libraries in its preparation, but such data as had been collected was being revised by the libraries and would be ready to print as soon as indorsement of it by the council could be obtained.

Dr Billings, in passing on these two reports, said that action by the council might be expected at once, whenever a committee was ready to report as to the cost of the prospective work they had in view.

A report on Public documents was offered by Roland P. Falkner, chairman of the committee, who was appointed to fill the vacancy occasioned by R. R. Bowker's retirement. Mr Falkner, in opening his address, paid glowing tribute to Mr Bowker's ability and the work he had done in bringing about better methods in printing public documents. No general legislation by congress had been enacted since the last report; two acts at this time are under consideration—one to distribute to libraries first editions of certain publications instead of the second editions, as is done now; and the second bill provides that the publications of executives shall be distributed to libraries as soon as printed. A report from the Superintendent of documents also showed delays in the distribution of reports generally at present. There has been some improvement in the matter, but there is still room for more. In 1890 the average time between the printing and the distribution was four years

and three months; in 1894, one year and two months; in 1896, two years and eight months; in 1898, one year and nine months; in 1899, one year and three months, and in 1900, one year and two months. This delay is altogether the fault of the laws governing the distribution. Little can be done to remedy the matter until the laws are changed. Mr Falkner asked that the A. L. A. urge reform in this direction. He also called attention to the fact that bound volumes of the Congressional record heretofore have had no date on the back, and he suggested that a return be made to the old method of placing the date on the volumes of the Congressional record and the number of the document on the executive documents. Mr Falkner also gave a comprehensive account of the work either under way or under consideration by the Superintendent of documents' office.

As to state documents, Mr Falkner reported increased activity and interest in the matter among the different states. In answer to an inquiry he had sent them, 12 states had reported on their documents. These reports showed a number of states making progress under the new laws which have recently been passed to aid them in their work; 40 new boards, or revision of old boards, showed the extent of the interest. All cards are being more carefully used. Mr Falkner closed by requesting that the A. L. A. send in indorsement of Senate bill no. 4261. He also announced that it would be the policy of the department hereafter to enlarge the scope of the indexes to the Congressional record.

Mr Lane of Harvard college asked for a fuller explanation of the causes of delay, and also as to the catalog cards of public documents to be issued by the department. . . The law in the matter was cited as the blame for delay, and there was no definite information as to the plans for catalog cards.

The reports of the morning not having absorbed all the time, the president moved up the paper by Mr Bostwick, of the New York Public library, on Fines

and penalties in libraries, set down for Thursday morning.

Is there anything, he asked, which can be substituted for the fine? It has already been stated that suspension from library privileges is in use as a penalty to a considerable extent, and there seems to be no reason why this should not be extended to the case of overdue books. There might, for instance, be a rule that for every day of illegal retention of a book the holder should be suspended from library privileges for one week. The date of expiration of the suspension would be noted on the holder's card, and it would not be returned to him before that date. But as fines help out the income, the speaker suggested: We may emphasize the punitive value of the fine and at the same time increase its value as a source of revenue by making it larger. We may give the librarian the option of substituting suspension for the fine whenever in his judgment this is advisable.

Mr Bostwick's paper was well received and excited the greatest interest. Mr Lane thought that the course in the matter of discipline in Harvard college might give some hope that the matter would work itself out later, the punishment in that university having formerly opened and closed with prayer, together with various other impressive ceremonies, which had disappeared one by one until at present nothing but the mere fines of the library were to be feared. Mr Crunden spoke of library fines as "a compensation for depriving other people of the privileges of the library," and he finds it a deterrent rather than a help. It is a fact well known by librarians that rich people are more dilatory in returning their books, and pay more fines than those with less means. It also removed a cause of friction; there is less disappointment in paying for duplicate books than in waiting for one's turn to read the regular copies. Mr Cutter of Northampton suggested that the increase of fines from 2 cents a day to a maximum of 10 cents a day after notice had been sent, worked well in his library. Mr

Ballard, of Pittsfield, Mass., spoke against the imposition of fines. His theory was to have everybody have the books they want, and as long as they want; to increase the length of time that books may remain out rather than to curtail it. Mr Fletcher of Amherst college was in favor of the plan of charging 5 cents a day for books that are not returned when notice is sent. They find in the small towns of Massachusetts that paying fines for overdue books keeps readers from using the library. Mr Thomson of Philadelphia believes that it may ultimately be absolutely necessary in a library to set a definite time in justice to others who may be waiting to read the books. Mr Berry, of the New York Y. M. C. A. library, thought that the term "fine" was not a good one; in his library they use the word "charge" after the specified time in which the book may be kept. He finds that members seem perfectly willing to pay a charge without loss of dignity, but rather resent the imposition of a fine.

In the afternoon all available means of transportation in Magnolia were engaged in carrying different parties to the various outings for the afternoon. A large number took advantage of the rest time afforded by no program, and spent the afternoon in renewing old acquaintances or making new ones.

#### TUESDAY EVENING

The general meeting Tuesday evening was larger than the most sanguine had expected. The large dining-room of the Magnolia was crowded full of seats and the wall space on all sides of the room was lined with standing listeners. A large audience was unable to reach hearing distance. It was a striking scene, long to be remembered. Dignified, prominent members in most uncomfortable positions remained attentive listeners throughout the evening. Dr Billings called the meeting to order and introduced Mr Wellman of Springfield, Mass., who spoke as follows:

Fellow members of the A. L. A., I think this is the first time that the as-

sociation has chosen its meeting place, not at the instance of an individual of a city or town, but at the instance or a state club, representing in this case two states, and it is because of that fact that it is my pleasure to give you greetings in behalf of the Massachusetts Library club. In past years I believe it has been the custom for the speaker from outside of the association to deliver an address of welcome, in which he has ordinarily devoted his energies to extolling the wit and beauty represented by the association. I want merely to express, in a word, the very sincere pleasure it gives us here in Massachusetts to welcome you to the state. The pride of Bostonians in their native city has become proverbial. You have doubtless heard jokes perpetrated at our expense. During this afternoon we looked back on half a century of effort and achievement, and the meeting of yesterday was the first meeting of the A. L. A. in New England since the very first meeting nearly half a century ago. At that meeting there were two subjects which it was announced would receive special attention and discussion, and these subjects would be settled then and there for all time. The two subjects thus disposed of were, 1) the problem of fiction in a public library, and, 2) the question of children's reading; but we still have these problems before us today. Not every board has been so frank as that appointed then to report on the exchange of duplicate books. John Thomas, in behalf of the committee, begged leave to report their failure to accomplish anything in that direction, and his successors have hardly fared better. Yet it is encouraging to review the progress which has been made in these 23 years. A list of subject headings and bibliographies, and the other publications of the A. L. A., had not then been issued. Systems of classification and details of lists have, during that time, been elaborated and compiled. Not only have libraries all over this land, but libraries in other countries have increased enormously. The



system of cataloging has, during that time, increased wonderfully. In short, in all parts of our land the growth of the public library movement has been wonderful in the last quarter of a century. One thing remains unchanged—the library spirit was then the same as it is today, and this is due in a large measure to the A. L. A., so that there is some cause for our affection toward this organization. In past years the association has met in various parts of the country. It has found a generous and hospitable welcome in the north, at Montreal, and a delightful and hearty welcome at the south, Atlanta, but in no section of the country is there in the hearts of the librarians and of the people a truer and a juster pride than here in this old Bay state. I bid you all cordially welcome.

#### Some library problems of tomorrow

Address of the president, Dr J. S. Billings, director of the New York Public library

When the American Library Association was organized its object was declared to be, "to promote the library interests of the country by exchanging views, reaching conclusions, and inducing coöperation in all departments of bibliothecal science and economy; by disposing the public mind to the founding and improving of libraries, and by cultivating good will among its members." When the constitution was revised in 1900 the object of the association was declared to be "to promote the welfare of libraries in America."

This change is significant, not of a change in the purposes of the association, but of a general opinion that verbose details of its purposes are now unnecessary. At first the association undertook much direct missionary work, but this has gradually been taken in charge by state and local associations to such an extent that our work in this direction is now mainly to obtain records of the methods which have been found most successful, and to bring these to the attention of those directly engaged in interesting the people at large, and legislators and taxpayers in

particular, in the establishment and support of free public libraries.

It is the welfare of the free public library, and especially the library intended mainly for the circulation of books for home use among the people, and supported from public funds, to which we have given the most attention. This is especially an American institution, and it has seemed more important that its uses and needs should be understood and appreciated by the general public than those of purely reference libraries, since these last are fairly well understood by those who most need and use them.

I have several times been asked by legislators and jurists whether the public schools and the public libraries could not wisely be consolidated under one central management, and thus be made to work harmoniously.

It is theoretically possible, but I think that the result would be that the libraries would lose much, the schools gain very little, and the public at large be profoundly dissatisfied.

The controversy between the individualists and the collectivists which is going on in many fields of human activity exists also among those interested in library organization and management, and is taking much the same course there as in commerce and manufactures. The tendency is toward organization and division of labor, at first by coöperation, later by consolidation. The free public library is tending to become a special industry by unification of methods for the purpose of securing the greatest product with the least expenditure. The general public, and many librarians, think that the measure of greatest product is the number of books circulated. This is the argument used with city officials to secure increased appropriations, and the kind of books which will circulate most rapidly and the methods of advertising which will increase the number of readers are matters of much interest to library trustees and managers. From this commercial point of view much remains to be done in the way of coöperation. It

is probable that the coöperative cataloging now under way could be much facilitated, and a considerable saving to individual libraries effected, if one small committee of experts selected all the books to be purchased for each and every library. These books could then be cataloged, with annotations on the most elaborate plan, classed, marked, and delivered to the several libraries, where, of course, they would go on open shelves and be advertised by coöperative short lists. The libraries could then discharge most of their catalogers and experts. One-half the money now used for salaries could be devoted to buying books, the circulation would increase and the business would flourish.

Moreover, this committee of experts for the selection of books to be purchased would naturally be consulted by publishers as to what particular varieties of literature are most in demand. It would suggest subjects and writers, read mss., and indicate the pictures which would stimulate the circulation of the volume, and not be objectionable to anyone. From this it would be an easy step to undertake the publication of books for free public libraries, and thus effect a wonderful reduction in cost; and if the librarians take up the business of bookselling the scheme will be still more neat and compact.

It must be remembered that almost every change in the manner of doing things is injurious to some individuals. Evolution affects not only the fittest, but also the unfit. If it be true that the public library is injuring the business of the bookseller, that the hustling administrator is crowding out the scholar in library positions, and that old-fashioned readers find their old resorts in the libraries less comfortable because of the crowd which now frequents them, it may still be true that the general result is satisfactory.

The question as to whether the public library shall undertake to do other work for the public benefit besides the supplying of literature has occasionally been raised, but has not been seriously discussed as a general proposition.

When Mr Carnegie's offer to provide branch library buildings for the city of New York was made public, many suggestions were made as to the desirability of making these buildings something more than libraries. For example, it was advised that they should be made social centers and substitutes for the saloon; that they should have lecture rooms, rooms for playing various kinds of games, smoking rooms, and billiard rooms; and even public baths in the basement were recommended. At the present time, in a large and crowded city, the need and demand for public library facilities is so great that it has seemed best to confine the work of these buildings to library work proper; but in more scattered communities, where sites are not so costly, and meeting rooms less easy to be obtained, some of these suggestions are worthy of careful consideration, and it might be well to collect the experience of the members of the association bearing on this question, and make it a subject for discussion at a future meeting.

As usual, during the past year, there have been some public expressions of doubt as to the utility or expediency of circulating libraries. Mr Howells suggests that we may be in danger of reading too much, "reading to stupidity." Lord Roseberry also warns us to beware lest much reading should destroy independence of thought, referring to the "immense fens of stagnant literature which can produce nothing but intellectual malaria." Of course, in some particular cases, reading does produce bad results. It would, no doubt, be better for the public in general, and for their own families in particular, if some men and some women had never learned to read. "On a barren rock weeds do not grow—but neither does grass." It might also be better for the world if some sickly, deformed, degenerate children did not live, and the jail fevers of the eighteenth century probably disposed of some criminals to the best advantage; nevertheless it has been found to be wise economy to spend considerable sums of money in lessening

the mortality of infants and of jails, in the inspection and regulation of tenement houses, and in the compulsory restraint of contagious diseases, because the majority of the lives thus saved are worth saving, and they cannot be saved without preserving some others, who, from the mere utilitarian point of view may not be worth the cost.

While the physical welfare of the great mass of the people has been advanced during the last 50 years, it would be difficult to trace this to the free public library because we do not know what use of such libraries has been made by the few hundred inventors and captains of industry to whom this progress is mainly due.

It does seem, however, that the free public library has lessened the power of the demagogue and unscrupulous politician to control votes, and that in public life the steadily increasing influence of educated men is, in part, due to the reading facilities which the people now enjoy.

As regards Mr Howells' suggestion about "reading to stupidity," that is precisely the object of many of the readers of current fiction. They are tired and worried, and they read to forget, or to get asleep. The average novel will give this result in from six to ten minutes, and the after effects are not nearly so bad as those of chloral or sulfonal. The novels of five or six years ago will answer this purpose just as well, and 12 new novels a year is an ample allowance for the average free public library.

The relations which should exist between our great reference libraries located in large cities and the rapidly multiplying smaller libraries scattered all over the country merit careful consideration. The amount of public funds which can and should be devoted to public libraries is limited, and these funds should not be employed in doing comparatively unnecessary work. Many of the smaller libraries are now, or soon will be, complaining of want of shelf room, and are at the same time accepting and trying to preserve and catalog everything that comes to them. All of

them are preserving books that will not be used by any reader once in five years, and two or three copies of which in the large central reference libraries will be quite sufficient for the needs of the whole country.

It is no doubt true that in the great majority of libraries of 100,000v. and upwards, one-fifth of the books are so little used that it would be wiser to dispose of them than to use a fund available for salaries, or for the purchase of books for providing additional room. Just at present, in most communities, it seems easier to obtain funds for library buildings than it is to get the means to insure good service.

Closely connected with this is the question as to the acceptance of gifts of books, especially when made with the condition that they are to be kept together to form a permanent memorial for the donor. While each case must be decided on its individual merits, it may be said in general that the desire for a memorial can be fully met by book-plates and catalogs without the unfortunate and unwise requirement that a certain group of books must always be kept together. Even gifts without restrictions involve some expense to the library, and very few libraries should try to retain and utilize more than a small part of such material.

Many schemes for bibliographies, general, special, annotated, etc., have been suggested, and a few have been or are being tried. Each of these, from the universal bibliography to contain thirty millions of titles, to the bibliography of posters or of Podunk imprints, or of poems and essays condemned by their authors, has at least one admirer and advocate in the person who would like to have charge of the making of it; but when it comes to the question as to what has a commercial value there is great unanimity in the opinion that many of those bibliographies should be paid for, not by the makers or the users, but by government or by some philanthropic individual.

A considerable part of the bibliogra-



phies which would be most useful for reference libraries, and those engaged in research work can only be prepared by experts in the different arts and sciences, and there is an increasing demand for such experts in the large reference libraries. Just now there are places for three or four well educated engineers who have the taste and the training required to enable them to do much needed work in the bibliography of their art. Every great reference library needs half a dozen such experts, Where are they?

In considering the questions as to the kinds of bibliographical work the results of which would be most useful to the great majority of the public libraries of this country, and as to the means of doing such work, it appears to me that it is best that it should be done under the direction of the publication committee of this association, which has had practical experience in this line, and will always be well informed as to the needs of such libraries.

This opinion was brought to the attention of Mr Carnegie, with the suggestion that he should give to the American Library Association a special fund, the income of which should be applied to the preparation and publication of such reading lists, indexes, and other bibliographical and library aids as would be specially useful in the circulating libraries of this country. The main part of the income would be expended in employing competent persons to prepare the lists, indexes, etc., and to read proofs. The cost of paper and printing would be met by sales to the libraries. It was represented that such a gift would be wisely administered by the publication committee of the association, and that the results would be of great value in promoting the circulation of the best books.

In response to this suggestion a check for \$100,000 was sent to me as "a donation for the preparation and publication of reading lists, indexes, and other bibliographical and literary aids as per (your) letter of March 14." I shall take great pleasure in turning

over this money if the association accepts it for the purposes and under the conditions stated. It is a unique gift from a unique man, who deserves our best thanks.

To diminish or destroy desires in the individual man is the object of one form of Oriental philosophy and of several forms of religion, the result hoped for being the doing away with anxiety, discontent, and fear, and the passive acceptance of what is and of what is to come.

Our work follows an opposite plan; the library aims to stimulate and increase desire, as well as to satisfy it, and the general tendency of the free circulating library, as of public education, is to increase discontent rather than to diminish it. A competent librarian will be dissatisfied during most of his working hours—he will want more books, or more readers, or more room, or a better location, or more assistants, or means to pay better salaries, or all these things together. Some readers also will usually be dissatisfied with the library because of its deficiencies in book, or because of some books which it has, or because the librarian is not sufficiently attentive or is too attentive, or because of the hours, or the excess or want of heat or ventilation, or because of other readers. All this is an almost necessary part of the business; if neither the librarian nor the readers are dissatisfied the library is probably dying, or dead. But there is a discontent which is stimulating and leads to something, and there is a discontent which is merely indicative of disease; a grumbling discontent, which resembles the muscular twitchings which occur in some cases of paralysis. A pessimist has been defined as a person who, having a choice of two evils, is so anxious to be right that he takes both. Don't be a pessimist. Life is short and art is long; you can earn your halos without making your library perfect, but halos are not to be had by waiting for them, nor, as a rule, by hunting for them. It will make very little difference to you 50 years hence whether

you got your halo or not, or whether it was a plain ring halo or something solid, but it may make a great deal of difference to some of the men and women of that time, who are now coming to your children's reading-rooms, as to whether you have deserved one or not. Each of you and each of your libraries is a thread in the warp of the wonderful web now passing through the loom of time, but a living thread is not altogether dependent on the shuttle of circumstance. It is wise to try to know something of the pattern and to guess at some of the problems of tomorrow, but in the meantime we may not fold our hands and wait because we do not see clearly the way we are to go. We must do our best to meet the plain demands of today bearing in mind the warning of Ecclesiastes, He that observeth the wind shall not sow, and he that regardeth the clouds shall not reap. . . In the morning sow thy seed, and in the evening withhold not thine hand, for thou knowest not which shall prosper, whether this or that.

Pres. Eliot, referring to the storage of books, spoke as follows:

. . . . But what shall be done with the disused books when the means of discrimination has been decided on? It seems to me that a book which is worth keeping at all ought to be kept accessible; that is, where it can be found on demand with a reasonable expenditure of time and labor. The problem then is to devise a method of storing disused books so as to make them accessible and yet at a low cost for their care. This demands, 1) that disused books should be stored in accessible buildings on cheap land, and, 2) that no unnecessary number of copies should be kept. If practically the same public libraries within 12 miles of the state house store books, it would be folly for each of these libraries to be storing the same books—having many duplicates. There should be one storehouse for disused books for the entire community, where not more than two copies should be preserved.

The interior construction of this storehouse would differ from the ordinary book stack in use today. A stack like that of the Harvard library (which was one of the first stacks put in), or, like that of the congressional library, provides a passageway between each two rows of books, and another passageway along the ends between the ends and the walls, would be wasteful. The result is that not more than one-fifth of the cubical contents of the building which covers the stack is really occupied by books. In storing books in such a storehouse as we are contemplating they should be stored, first, by size. Next, each book should be assigned a number. No classification of the books should be permitted, for a classified library occupies more space than the one that is not classified. The books having been assorted by size, should be placed three deep on the shelves, and on the edge of each shelf should be a fixed location shelf label, the label bearing the number assigned to the book. The location of a book should never be changed. A passageway should be provided along the ends of the stack against the wall and up the middle of the stack. In this way nearly two-thirds of the building might be actually occupied by the books. The roof should be flat, and so constructed as to protect the upper stories against the heat of the summer sun. All windows should be double. The temperature of the entire building should be kept low, and by the use of gratings in the floors the whole building could be treated as one room for the purposes of heating. No one but the attendants should be allowed in the stack. They should find the books by the schedule number only, and bring them to the reading-room for the use of the person desiring them, who shall retain the use of them for a definite period. It should be possible also for any library in the district to obtain any book stored in this building on their telegraphic or written order. The books in this storehouse would thus be reasonably accessible, and these "dead" books would

no longer encumber the libraries from which they had been displaced. The libraries of books in use would in this way be more economically and effectively administered if relieved of the burden of the "dead" books, and the libraries themselves would be under no necessity to extend their buildings at short intervals.

The treatment of the library catalog under these new conditions should receive due consideration. It may or may not be best to keep in the classified catalog the titles of disused books. By retaining all these titles a student unacquainted with the method would be confused in separating the "dead" books from the "live" books; the bulk of the catalog would be increased in a large measure and the details of the library would be much more cumbersome.

WEDNESDAY, JUNE 18

#### College and reference section

This section held its first meeting Wednesday morning, with A. S. Root, librarian of Oberlin college library, in the chair. The assembly room of the Magnolia library was filled with an interested audience.

After a few preliminary remarks the first paper of the morning was presented by A. H. Hopkins of the John Crerar library of Chicago.

#### Organization and administration of university libraries

Anderson H. Hopkins, John Crerar library, Chicago

After a brief general introduction the theme is entered upon by limiting the field to the American university. A definition of this institution is not essential to the purpose, and none is attempted; but the term university is defined to mean an institution of the higher learning, maintained for the furtherance of education and research.

Universities consist of two essential bodies. These are the Board of trust and the Faculties with their auxiliaries.

The argument does not require that the organization of the Board of trust be entered upon at this point, and it is therefore not treated; but with the Fac-

ulties considered as a body, the case is different. The Faculties are sometimes spoken of as "the university," but that is not the sense of the word accepted here. The body described as the Faculties is made up of numerous parts, having names still more numerous and confusing. Among these are the college, the school, the library, the laboratory, the museum, the gymnasium, the shop, etc.; these considered as to their essentials group into at most three classes, viz, schools, libraries, and museums. It would be better, perhaps, to make but two groups, and they would be, schools and libraries. The argument on this position is too extended and detailed to be easily abstracted, but it runs somewhat after this fashion. A school is one of the auxiliary equipments of the Faculties. A laboratory is one of the equipments of a school. This process of disposal may be followed with little difficulty until the library and the museum are reached, when the museum is differentiated from the laboratory by a consideration of the contents of each. The museum contains permanent material of education; the laboratory, supplies. Hence the subject matter of the museum is co-extensive with that of the library, and both are coextensive with the university itself. Because of the already existing higher organization of the library, and for the sake of economic administration, it is better to coalesce the library and the museum. Because the library is coextensive with the university its government would better parallel the main features of that of the university. Its external administration has three prime features. These are:

- 1 The directorate, consisting of the president of the university, the president of the Board of trust, the head of the library; these three, and these only. It has charge of the immediate policies of the library.

- 2 Faculty representation. The number is immaterial so long as it is neither excessively large nor excessively small. The members are elected from and by

the Faculties. The duty is purely advisory.

3 Representation of the Board of trust. The members are elected from and by the Board of trust, and their duties are to furnish means for the work and to audit or direct the auditing of their expenditure.

The university library has four chief functions. These are to collect, to prepare, to conserve, and to distribute the permanent material of education. To these might be added one other, namely, the production of this material. In this way the press would become a part of the library.

These functions indicate the lines into which the staff organization must fall. But in practice some of these will naturally divide, so that more than four division chiefs are required. The whole internal administration works out about as follows: a) Head of the department; b) secretary of the department, who may or may not be vice-head; c) chief of purchase division; d) chief of receipts and shipments division; e) chief of catalog division; f) chief of inspection division; g) chief of reference division; h) chief of publication division.

These division chiefs form the natural advisory body for the head of the library on all matters of internal administration.

Other departments may well be created and will readily suggest themselves, as, for instance, circulation and classification. In this scheme, as it stands, these are found respectively as parts of (d) and (e). The further organization is a matter of detail if the object is the administration of the library merely as a "bookery."

The relations of the library and the museum are then entered into again, and the improper use of the term laboratory, becoming common nowadays among university men, is pointed out, and it is shown that the laboratory is to the museum what the department library is to the university library, and that the real crux is classification—not of books, but of things.

W. C. Lane, librarian of Harvard uni-

versity, Cambridge, reviewed Mr Hopkins' paper at length. He said, in part, that the connection of the museum and the library was most important; agreed as to the relation of the laboratory to the library and the museum, and that the library and museum contains the permanent material for use in the laboratory. Mr Lane said that he had not found the contempt of museums among naturalists that Mr Hopkins spoke of. The museum is the natural working place of the naturalist. He believed thoroughly in rounding out the library on every side and resented dividing it into parts; had a mistrust of the division of knowledge or information; it might be that a library should be divided into two parts, one connected with the museum and science and the other with historical and economical works of the university.

As to the administration, the responsibility for it in all its parts rested upon the head, but it needed the direction and advice from a representative of the faculty; also from the members of the staff, and it needs control from the board of trustees also. The latter has to direct the policy and supply the means to carry on the work, and should be consulted as to the administration. As to the faculty, it is believed to be true that they are not unprejudiced in considering their departments in connection with the rest of the library, but professors are usually good administrative officers. It is a mistake to cover the whole field with an appropriation, but it should be divided according to the needs of the departments and the value of the material produced.

Dr Canfield followed Mr Lane in the general discussion, and said it was natural to expect of the head of a department that he will make purchases to help himself if the opportunity is given him. But the university ought to expect him to help himself in the matter of books, which might be called his tools, or to be used in his own particular department, and not to be subject to the call of other people. In this way a small library will grow up in his depart-

ment; it ought to be counted as a part of its equipment, and not as a part of the university library. The librarian may assist in the clerical part of procuring the books, but they should not be counted as a part of his stock. The librarian should provide other material of the same kind for the use of the students, to be used in the same way in the laboratory and the workrooms, forming a part of the university library and not departmental equipment. The university library includes the matter readily accessible to the whole university. This will necessitate duplication, but in no other way can the library be made serviceable to the working force of the university. Any "make-shift" will result in confusion. The department which makes no use of the library deserves scant consideration in the provision of books. Inasmuch as the library is intended to supplement and assist the work that is being done, it is only fair that it should respond most promptly to the calls that are made upon it. Oftentimes a department forgets to use the money set aside for its use until a late moment, and oftentimes it is poorly spent in trying to obtain the use of it in a hasty way. The library should help those who help themselves. A reserve fund of 15 per cent in the Columbia university appropriation for libraries is held by the librarian to meet extraordinary demands.

Mr Fletcher, of Amherst college library, thought that in the latter day organization of college libraries there was danger of forgetting or losing sight of the culture purposes of the library in helping the departments. It ought to do more to promote culture with students by books that have not much relation to instruction, but are merely to introduce readers to those sources of culture and general knowledge that will widen his vision and acquaint him with the best that is in literature.

Miss Sharp, of the University of Illinois, said that the three departments—the faculty, represented by the president; the trustees, represented by the business manager; and the library, rep-

resented by the head librarian—were represented in the committee which provided for the books of the library proper. The work so far had been very harmonious and satisfactory.

The next paper was by N. D. C. Hodges of Cincinnati public library. An abstract is as follows:

#### Bibliographies vs. catalogs

N. D. C. Hodges

In my anxiety for the welfare of any bibliographical balloon which I might be able to inflate when once it is exposed to the darts thrown by Miss Kroeger, I ventured to appeal to those members of the staff at Cincinnati who are doing reference work. I cannot say that I told them which side I was to take in the discussion, or that I was to argue for either side, but I suspect from the unanimity of their answers that they are fully aware of my opinion. One and all they have handed me written statements which, in sum and substance, are to the effect that I am wrong, and that for the ordinary reference work of a public library a dictionary catalog is all essential. The question of the average reader is not what literature exists upon this subject or that, but "what book is there in this library which will give me the information I want and what is its shelf number?"

I am in an extremely tight place. I have postponed until the last moment the preparation of this paper. Those whom I assumed to be my friends have deserted me, and I am under the necessity of handing a copy of this paper to one who is an avowed enemy. Yet this country is exhausting its library resources each year, to the amount of a million dollars, in the preparation of dictionary catalogs for the thousand and one libraries, when this work might be done by one cataloging force for all libraries. I put the amount at a million, not that this is correct, but to arrest attention.

Mr Fletcher, in his preface to the A. L. A. Index to general literature, states that its purpose is "to index, as far as



possible, all books common in our libraries which treat several subjects under one title, and to the contents of which the ordinary catalog furnishes no guide, although they are generally treated analytically in the more elaborate library catalogs." Mr Fletcher believes it possible to save libraries in the future from the necessity of repeating each for itself this analytical work, as well as to place its results within reach of all libraries and of individual literary workers. But the average public library reader scorns the A. L. A. Index to general literature, simply because it does not set forth whether his own library contains the books analyzed, and does not give him the shelf marks of such books as are in that library.

I have had two hobby-horses. On one, when there were spectators, I have charged against the Decimal classification, and the other I have mounted when I would attack dictionary cataloging, which seems to me so wasteful when repeated over and over again. I am not so sure that I am equal to riding both my hobbies at the same time. For the Decimal classification I have but a trifling admiration. For three years I was busy classifying the scientific books in the Harvard college library, and each day, or each week, at least, I took pleasure in pointing out to anyone who would listen the shortcomings of the Decimal system. In Cincinnati I have accepted it for the classification—first, of our smaller branches, and, later, of part of the main library. I will insist on the insertion of the qualification "a part," until further notice. I have accepted the system for the reason that it has the field, and even if it were worse than it is, which it might be, I am still inclined to think that arguments in favor of each library having its own system of shelf classification are weak. I make this public confession, not without a tremor, as I am conscious of the fingers of scorn which will be pointed at me; in fact, one very vigorous finger has been shaken in my very face. But I can say this, from my work at Harvard, that the Decimal classification

has not been carried far enough for so considerable collections of scientific books as are to be found in university libraries.

Do not think because I dismount from one hobby that I shall abandon hobbies altogether. I do it simply that I may ride the second with the greater confidence. Are we spending each year a million dollars on dictionary cataloging, or are we spending only a hundred thousand, or does the sum lie between those figures? We are surely spending a good deal of money, much more than would be needed to bring out each year an A. L. A. Index to general literature. Not necessarily an A. L. A. Index to general literature on exactly the lines followed in the edition of 1901, but a printed dictionary catalog, in several volumes, of ten or twelve thousand books. Perhaps to save expense annual supplements could be issued on the cumulative plan; but let accepted shelf marks, according to the Decimal classification, be placed against each entry. The public library of Cincinnati could easily afford to contribute \$1000 each year toward the publication of such a printed dictionary catalog of the most serviceable books. Even I would deign to use it once in a while. People who demand catalogs have no conception of their cost. They do not know that the cost of cataloging averages somewhere between 50 cents and \$1.25 a title. None of us know exactly what this cataloging item amounts to, but it is a heavy charge on library resources.

We are going to have in Cincinnati six Carnegie branch libraries of eight to twelve thousand volumes each. I expect to see all of these books on open shelves. There are now in the main library more than fifty thousand volumes on open shelves. They are not especially well classified. Every large library whose history stretches back for 50 years, so far as I have experience, has its books in a more or less badly shuffled condition. We are working step by step to put the books on open shelves in Cincinnati in better order.

When books are well classified on open shelves, I believe they furnish an excellent index to knowledge. Seldom, if ever, have I used a dictionary catalog as it is supposed to be used. I have used a dictionary catalog simply to get a starter on a subject; to find in what part of a library books on a certain subject were to be found; to get the latest material, whether magazine article or book chapter. In recent books and magazine articles are almost invariably printed references to the literary material upon which they were built up. Having these recent references, a reader is possessed of the keys to the older literature.

I am skeptical about dictionary cataloging, when attempted by a small band of catalogers, for many subjects. It has been stated that not 10 per cent of the subjects now taught at Harvard college could have been taught at the beginning of the nineteenth century. Ninety per cent of the book knowledge of today is of comparatively recent creation. The men and women who can intelligently index this material are few and far between, and no one person can intelligently index more than (I am making a guess, which is all that can be done)—we will say, for the purposes of argument—1 per cent of the whole store of human knowledge. I believe that librarians are making a mistake in some of the indexing of scientific literature which they have recently undertaken. I do not believe that much scientific material, for instance, lies buried for fault of sufficient reference to it. The German *Jahrbücher* and the system of correspondence among specialists the world over brings to the knowledge of all those interested every important paper in whatever department it may belong. But that is really another question, and I am wandering from the subject in hand.

We have many good bibliographies. Poole's Index is used without a question; the others lie neglected on library shelves. For 75 years there has been published in Berlin a Poole's Index of the technical journals, and yet it has

been my experience not to find a single scientific man who knew of the existence of this index until I called his attention to it. Human beings are lazy, and the majority of the patrons of a public library want a little information, not much, and want it quickly without the circumlocution of bibliographies. I hope that Cincinnati may be spared the necessity of dictionary cataloging its large collection, which should not differ essentially from other equally large collections of books in other parts of the country. I wish we all might have a dictionary catalog of ten, fifteen, or twenty thousand volumes—a modified A. L. A. index to general literature with generally accepted decimal classification shelf-marks against each entry. Such a printed catalog would serve most purposes in Cincinnati. Ten or twenty thousand well chosen volumes are enough to answer most calls on a public library. The other books can be routed out for scholars by competent reference librarians, or will be known to them by author and title.

I am a believer in the separation of books into the two classes of dead books and live books. It is a separation that is bound to come and the small libraries of the country should limit themselves rigidly to the books which are most serviceable. If a printed catalog in book form of the ten or twelve thousand live books is not feasible, certainly a printed card catalog of such a collection could be made. I can see no necessity of there being catalogers in more than 12 or 20 libraries of the country. The small town libraries, except for local matter, should select their books from a list approved by a central council of the American Library Association, if you will, and should receive with the books cards for their catalog. Each year the central council could recommend that certain books be discarded, so that the small libraries should never be over-burdened, and these should learn to depend on loans from larger libraries on the rare occasions when the deader books might be called for. The six Carnegie branches in Cin-

cinnati need not have any individuality. They need not be all of the same size, but they might well be of the class of standard small libraries which such a system would create. There are exceptions to every rule. A large percentage of some foreign element in the population of a city ward might make advisable a departure from the standard in the selection of books for a branch in that ward, but of this I am not so sure. This may seem a very mechanical way of running a small library, but library work is a business, and every means for saving money should be adopted.

I believe it is proposed to reprint on cards the catalog of the American Library Association library of 5000v., presumably with additions and corrections, which was first printed for the Chicago fair. This impresses me as an excellent suggestion, and I hope it will be carried out. One reason why librarians cling to their dead books is that they have expended so much labor on their classification and cataloging in years past that they are loath to see the cards representing this labor routed out of their dictionary catalogs. A dictionary catalog is in itself a mechanical device for getting at the resources of a library. An intelligent librarian with a cultivated book-sense can handle a well-classified collection of ten or twenty thousand volumes much more effectively for the readers than the readers themselves can get at their material through a dictionary catalog. If I were given the choice of looking up the literature of a subject in a large library, through either a well-made dictionary catalog, or a well-classified collection of ten or twenty thousand volumes on open shelves, with an author finding list of the balance of the collection, I would take the books and not the catalog. Only a small percentage of all that exists in a collection of books is brought out in the best dictionary catalogs, partly because of the great variety of material to be brought out, and partly because any one cataloger is capable of

of the total of human knowledge. For the person seeking a little information I would supply a well-classified collection of 10,000v. on open shelves in charge of an intelligent reference librarian, and if these books are live books, as they should be, with proper indexes and bibliographies, they will themselves be the keys to the world's literature which scholars may chance to need. We are told that children can be trained to use a dictionary catalog; I would rather see them trained to use books.

Alice B. Kroeger, librarian of the Drexel Institute, Philadelphia, in reviewing the above spoke as follows:

The question of expense for cataloging is now lessened, at least for current books, by the printed cards of the Library of Congress, which greatly reduce the cost of cataloging. Mr. Hodges estimates the cost at from 50 cents to \$1.25 per volume. This is too large an estimate for the general library, but granting his figures, it must be remembered that the Library of Congress cards now greatly reduces the cost. I believe also that the cost of card cataloging can be still further lowered by the more general use of the typewriter, which heretofore has been too much neglected in libraries. Handwork is always slower than machine. Besides, the typewriter gives us a much clearer card, more easy to read and more in line with print.

I believe that librarians should do more to interest and instruct readers in the use of bibliographies and indexes. At present in almost all libraries bibliographies are in the cataloger's room or in the librarian's office, or in the most inaccessible part of the library, whereas many of them should be in the reference department, along with the cyclopedias of special subjects. If a specialist does not know the bibliography of his subject, how much less does the ordinary user know about the literature of the subject in which he is interested; how much more necessary that we assist him by means of a good catalog to what the library has on his subject.



**Children's librarians' section**

The first session of the Children's librarians' section was held Wednesday morning, with Miss Moore of Pratt institute in the chair, and Miss Hunt of Newark Free public library acting secretary.

Back of the chairman hung an exhibition of what our boys and girls are reading, which spoke forcibly and eloquently of the need of the work with children. This consisted of the Family story book, the Fireside companion, Boys of America, Golden hours, various cheap novels, and other literature that is known to the children of the street. It is to overcome the effects of these that those interested in this section are earnestly striving.

The first business of the session was the report of the committee on cooperative children's list. While this work was only tentative, it was in the right direction, and the report recommended that the committee be continued. No action was taken at the time of the reading of the report, action being deferred until the results of the work, or the needs, were presented by Miss Eastman in the second session.

The first paper of the session was on Home libraries and reading clubs, presented by Miss Sackett, supervisor of Home libraries, Carnegie library, Pittsburgh. Miss Sackett called attention in the opening of her paper to the fact that this work of home libraries in the poorer sections of the cities was the result of Charles W. Birtwell's work, begun 17 years ago in Boston as a charitable undertaking, and now considered a legitimate part of public library work. The paper carefully considered in detail all the points of the work, touching first on the classes of children that were to be reached, for fully one-half of the children in the cities are living unchild-like lives. Those that the libraries hoped to reach through the home libraries were: 1) Those that have the interest, but not the opportunity, to read; 2) those who have no interest in books because books are unknown to them; and, 3) the omnivorous readers and those who

like the class of literature that makes crime attractive. It is unfortunate, the speaker said, that bad literature can be bought at news stands, and cigar and candy stores, in the poorer districts. A love of pure books is especially needed in such districts. It was Mr Birtwell who first discovered this, and made it possible in Boston. The paper traced how the work had developed under the supervision of libraries and library clubs, until now many cities have the home library groups supervised by the visitors. It emphasized particularly the need of visitors in each of the home library groups. To stimulate the interest of the children, to keep alive the interest in books, and to call attention to the best books and to know that they are read, is part of the visitor's work. They meet with many discouragements, and it would be well for them to have monthly meetings among themselves to compare notes of hard cases, learn of good stories to be told, and other devices to keep up the interest. Many pathetic tales were told of homes that were aided by books that came into them from a little library in a neighbor's house, by bright story-telling by the visitors, and by the efforts made, though small under the present conditions. It was shown that in these groups various devices were organized for keeping up the children's interest, as reading aloud, stories, and basket making and other things to be done with the fingers, to inculcate a love of books. Now that home libraries have been tested for a number of years it was found, as the boys and girls grow older, that library clubs were formed as the outgrowth of the groups around the home libraries, for the sake of still keeping in touch with these classes.

The discussion that followed this paper was opened by Mr Birtwell, who enlarged upon the method of dealing with the groups, and who also brought out the point that many groups started first as children were going on as clubs for the grown-up boys and girls, showing again that the work had been in progress long enough to demonstrate

its value and growth. He advised the penny savings in connection with the books as successful and wholesome, and that the visitors should be advised to call once a month on the families of the group for the personal touch; showed that the finding of a proper visitor was a difficult thing, and also that of keeping them successfully at work. Mr Birtwell read some of the reports of the various visitors to groups, showing how the work was carried on, and told some of the pathetic conditions which existed in the great cities. The visitors come to feel with the children, to help them all they can, and to know that the poor need higher ideals and higher standards of living, as well as actual clothing and food. In conducting this work, which required considerable outlay for the various home libraries for keeping them up, and for some other expenses, Mr Birtwell said that these must all be provided for.

Miss Sackett's paper was followed by Classification and cataloging of children's books, and cards for the children's card catalog, by Mr Brett. The report touched first on the simple subject headings for children's card catalog. Such headings should be based on the Library school rules, and follow A. L. A. headings with some modifications, all tending to simplify the catalog. The report developed that much work had been done for a comparative card catalog in the Cleveland library, and that the Carnegie library, with its linotype equipment, would gladly cooperate in the printing of these cards already prepared for the Cleveland library, and make such cards available for other libraries at the expense only of the cost of the stock and printing.

In the discussion that followed this report objections were raised to simple card catalog headings for children, it being deemed advisable to keep the same headings for all the library, as children will learn to use them better than adults, and it was rather thought unnecessary to go to the expense of special headings for the children.

The last topic of the morning was

the discussion on the Classification and cataloging of children's books, based on the paper prepared during the winter by Miss Hunt. Miss Hunt explained the reason for its adoption, and said that it was undertaken for economy in the number of employés, and for the convenience of the attendants when the children asked for books by subject, as they did frequently, asking for Indian stories, fairy stories, stories of war, stories of the sea, etc. While such stories were still counted as among the children's books they were given a special number, and placed beside those dealing with the subject more seriously, thus making available all the material in the children's room on that subject, whether in story form or in classified form. It had worked most admirably, and proved one of the most excellent things they had. Very little discussion followed, as everyone saw clearly the advantages of this system.

The second session of this section was held on Thursday afternoon and was opened by a paper by Charles Welsh, in which he traced the beginning of children's libraries from the old legends before books existed, and when everyone loved the early tales that were as much for the children as for the adults, to the time 100 years ago when books for children themselves were published for the first time. Children's stories are as old as the world, coming down to us through the Chat books of the sixteenth and seventeenth centuries in England, which were the first books bringing the stories to the people, for these Chat books contained those old stories of Beauty and the beast, Cinderella, Bluebeard, and the other favorites that are still loved by the children. He showed how the child selects his own classics, and how they become a part of the child himself. He showed how the books not necessarily written for children had been adopted by the children, though they fail always to find the exact reason for which they were written. Such books as Gulliver's travels, Aesop's fables, etc., and others of the kind, have

been adopted by the children, the intention of the author being entirely overlooked by them, they reading only for the special point of story or legend, or fascinating tale. Children inevitably choose books wherein the action is spirited, where the actors talk, where what they say is vividly given and what they wear is described, and where there is a real sentiment or incident.

The report of Miss Hewins on the List of children's books with children's annotations gave the child's own idea of the books they are reading. Miss Hewins called attention to the fact that the child, in describing books, had a scarcity of vocabulary in telling about the books he was reading, but that self-expression came with practice, and that the greatest difficulty in getting answers from children concerning the books they were reading was the self-consciousness with which they gave the answers. It was hard to get honest opinions in a children's list.

The report on Juvenile fiction, given by Miss Eastman of the public library of Cleveland, Ohio, followed. Miss Eastman reported that in the work of the committee early in the year three blanks were sent to children's libraries throughout the country, asking for the titles of books recommended for children's reading, books not recommended, and doubtful books upon which they would like opinions. The basis upon which these three blanks were to be filled out was by actual reading of the books. About 1000 titles were received by the committee from this list, 200 of which were cast aside as being for adults, or classified books. The work of the year could be but preliminary because of the difference of opinion, especially on what constitutes a child's story. It was proposed by the committee that the list should be held over for a year for consideration and discussion at the next conference. An unanimous vote of thanks was given the committee for their excellent work.

Mr Dana recommended that the attention of the N. E. A. be called to the list, with the hope that their coöpera-

tion could be gained for its printing, on the idea that the teachers would be as glad of an evaluated list as would be the librarians, and he recommended that a committee on this subject be appointed by the chair.

Committee was appointed as follows: Miss Hunt of the Free public library, Newark, N. J.; Miss Power of the Public library, Cleveland, Ohio; Mrs Maltby, Public library, Buffalo, N. Y.

It was moved and seconded that this committee should present this matter of evaluated fiction to the next meeting of the N. E. A.

After the presentation of the report, and the appointment of the new committee, a discussion followed on the list as presented under its various headings of books recommended, books indifferently good, debatable books, doubtful books, etc. Mr Wellman called attention to the fact that this work was most valuable, and hoped that all appreciated what was being done. He spoke of the value of this list to every library, and hoped that when finally issued it would be made up of well-selected and up-to-date books. The discussion on the various books given in the list cannot be given here, but the point brought out seemed to be that the evaluation of children's books should be upon an actual reading of them, and not passing judgment upon them from a mere glance at the chapter headings, or gaining an idea of their contents by noticing how they impressed the children. Nothing can be accomplished in children's work until the books are actually read by those having the work in charge. This point cannot be too strongly urged.

The sessions were largely attended and great interest was manifested, so that there is no doubt that the work with children is to be carefully studied and kept before the library world and the public.

#### Bibliographical section

The afternoon session of Wednesday was under the auspices of the Bibliographical society of Chicago, and the principal addresses were by Azariah S.

Root, librarian of the Oberlin college library, and John Thompson, librarian of the Philadelphia free library. Each of the papers was followed by a free discussion of the desirability of forming an American bibliographical society.

Mr Root said in substance:

**The scope of an American bibliographical society**

An American bibliographical society, which should take into account only the interests of librarians, would certainly fail if it confined itself to serious scholarly work. There are, however, among the libraries of the country a good many who are increasingly likely to be interested in this class of work. There are, in the first place, in all the great libraries of the country, one or two persons at least in each staff who are attracted by the wealth of material at their hand toward investigation and scholarly discussion. All these might be expected, I believe, to become members of a national organization. The next accessions are likely to come from the university and college libraries of the country. Scarcely any work in America has exceeded in value that of the Harvard university library in its bibliographical contributions.

In addition to these classes of librarians there will probably be found among the public libraries a considerable number who will support the enterprise by becoming members, and who may possibly be induced from time to time to contribute something to the publications of the society. The second general class of persons from whom such a society might hope to draw membership is what I will venture to designate as the student class of America, including under this head university and college professors, professional bibliographers and private investigators. The present tendency in this line, especially in history, is very marked, and there is likely to be an increasingly large number of young men in the various departments of study who will be interested in bibliographical work.

A third class must be attracted and brought into membership, if this society is to be large enough to do creditable work—the collectors and book-hunters, and rich book-lovers, who do not themselves, except in rare cases, seriously undertake bibliographical work, but who are interested in books as an avocation, or who have money to purchase rare books, and therefore have a certain interest in the subject. To attract this class of membership into the society, however, its publications must give evidence of large resources, and be provided with plenty of facsimiles printed on deckle-edged paper, and all that sort of thing. With the inclusion of this class of persons, however, it ought to be possible within two years' time for a national society to get a membership of, say, 500.

What should an American bibliographical society attempt? Here there is room for an infinite difference of opinion. I would make but a suggestion or two. First, it should attempt work in various lines, such as will attract and keep the interest of the various classes of its constituents, which I have indicated. There should be work of the scholar's type for the scholar, collections of Americana and other rare books for the collector, and work in the line of evaluated bibliographical help of the more scholarly sort for the classes of librarians likely to be interested in such an organization. Second, I trust such an organization will not be unmindful of the opportunities, as yet undeveloped, in American bibliography. Until we see the first volume we cannot tell with what painstaking energy Charles Evans has wrought out his proposed bibliography of books published in America from 1637-1820, but it is perfectly safe to say in advance that the book will not be a complete list. A committee of the national society might be able to interest the librarians of the country to make a careful examination of the materials in their libraries with a view to supplementing this list and eventually securing the publication of a final definitive

list for the period mentioned. A third want which seems to me especially pressing is a supplement to Petzholtz's *Bibliotheca Bibliographica*, which should contain a list of the bibliographies, general, national, and special, from the time of Petzholtz to the present day—a list which should not be merely a selected list, of which there are one or two already in existence, but absolutely complete, and which shall contain such scholarly and exact estimation of the titles mentioned as are to be found in Petzholtz himself.

Mr Thompson's theme was an outline of a plan for such a national society with local branches. He said in part:

The suggestions made during the course of the past year have indicated, so far as I know, a nearly unanimous desire on the part of those who have expressed an opinion to make the Bibliographical society of Chicago a national association, rather than a society of any one or more place or places. On duly weighing the suggestions, made, two important points seem to be raised. According to the views of a minority, it is wished to see the society made a wing or department of the American Library Association. Those who adopt this view are persons of importance and men whose opinions are entitled to great weight. It has also been made very plain that in the judgment of a large number of persons to whose opinions we are generally willing to give weight, and who have been consulted on the matter, the society ought to be made an independent organization.

In considering the formation of a national association of bibliographers two points seem to be raised. Some wish such an association to be a part of the A. L. A. and others argue for an independent association.

The best results will probably be obtained if a course of action is adopted which will take the best thoughts from each of these suggestions, and work them out to a logical conclusion, adopting neither in toto, but welding the two suggestions into one, so as to preserve

the best results from each. I would, therefore, suggest, that the society be made a national association, having headquarters at Washington. I suggest selecting Washington because it is the city of the Library of congress, which must in due course of time become the national library of America, just as the British museum is the national library of England. The duties to be accomplished at the headquarters would be to suggest work to the branches or cognate institutions affiliated with this national association, and to gather together the reports and papers of all the branches, so that when collected they might be printed in an annual report, to be entitled the Transactions of the American bibliographical society. The management should be, I think, intrusted to a managing director, without any boards or committees, but he would gather around himself, as necessity should dictate, subordinate directors to take the charge of particular departments, but all reporting and working with the chief, each absolutely responsible for his own particular department.

WEDNESDAY EVENING, JUNE 18, 1902

State library association Round table, conducted by Beatrice Winsor, Newark Public library

Mr Dewey spoke of the functions of the State library association, and dwelt on the new conception as to the functions of this body as distinguished from the state commission, which is temporary, leading to a permanent organization, identical with the lines along which the public school system has been organized.

In 1886 the Public school commission disbanded, and that same year the first public library association was held. The time has come when the taxpayers and the people in general understand that public libraries must be organized, and that their expense is for the good of the whole community, and that it is as much of a disgrace to ask if they have a public library as it would be to ask if they have a public school. The state association reaches out on both



sides, assisting along the lines of personal and home work on one side and to the state and national on the other side. Mr Dewey insisted that the governing boards of libraries be separated from school boards; that the best results in these two branches of education can only be found in this way; that this has created a demand for trained librarians and that the means to train these librarians are three: 1) the library schools; 2) the summer library schools; 3) the correspondence library schools.

A plan is now on foot to have a course of three years, covering two important topics each year, in a summer course—a six weeks' course the first year in classification and cataloging; the second year, in bibliography and reference; and the third year, in other library methods; thus covering the whole course, six weeks at a time, in three consecutive summers. The first year (the summer school, six weeks' course) would give a birdseye view of the library work, and in four years they would get the whole course, taking only absences of six weeks at a time. Mr Dewey then went on to enlarge upon the fact that the duty of finding people who know how to do the best work is an exceedingly difficult one; that four-fifths of those desiring to go into the work ought to be scared out of it, and the rest of them ought to be most adequately trained; that the State library association is a permanent educational force, and that it will work with the larger national associations on the one hand and with the institutes and summer schools on the other hand; that it will study the wants of the state and endeavor to supply them.

Miss Winsor then made the supplementary remark that the state association was going to do now what the A. L. A. could no longer do on account of its increase in numbers. Mr Hopkins then made the announcement that Illinois has formed a new commission without legislation. It was incorporated shortly before his coming. Miss Lambert, Public library, Passaic, N. J., then

spoke upon How a state library association can best arouse interest in towns and villages which are totally without library facilities. Miss Lambert said that there were 50 or 60 libraries in New Jersey alone in this condition; that where libraries had been roused from this condition that most invariably it was found that it was due to the unselfish work of some one person. The association endeavors to find out who this person is, and tries to follow along the line that they have mapped out, the plan being to send to this town some efficient person who can help the organization, and study the needs of that community and help them in the matter. They suit their programs and their work to the needs of the community. In one case a woman said to the person conducting the institute, that she did not want to get up at five o'clock in the morning and go to hear talks on fifteenth century bookbinding; she wanted to know how to run a library.

Miss Farrar, of the City library, Springfield, Mass., then read a most excellent paper upon, How should the program for a state library association meeting be made up to be of most use to the librarians of small libraries. Miss Farrar showed an entire grasp of her subject. She said that a small library meant sometimes 2000 or less, or 10,000 or more; that in making up a program you need inspiration, conception of what can be accomplished, and the proper help to do it.

1 Find out all the problems and needs of that section.

2 Have these subjects on your program treated by people who know how to solve them.

3 Have a talk with the ministers and teachers, and those interested.

4 Get an address from the minister of the place, who is generally likely to give it.

5 A talk on the selection of books; a talk on how a library which has only \$100 to spend can choose from the thousands of book lists sent to them.

6 Avoid technicality; as, for instance, a paper upon the classification of music

would be entirely out of place to a library that had only 20 books on music.

7 Give plenty of time to discussion; encourage questioning which will bring out discussion.

8 Get some one who has had experience with children's work, and has had success, to tell how and what she did to gain that success.

9 Have some talk on the connection between the Sunday-school library and the public library, and the possibilities of that connection.

Then the personnel should be made up of those actively interested; the minister has already been spoken of; a trustee can always be obtained who will be interested, and then as to the day of meeting. Have a morning and an afternoon session, and it is just as well to discourage local sightseeing. Close early in order to give time for discussion afterwards.

Dr James F. Canfield, of Columbia university library, New York city, then spoke upon the benefits of library institutes. Dr Canfield has given both time and strength to this for the last year, and could speak adequately on the subject. He spoke mainly on the work done in New York state. He said that they found it desirable not to have the meetings held at different places, but they established a fixed time and place, and had undertaken a definite work. New York state was divided into 10 districts with a secretary. These districts excluded Buffalo, New York city, and Brooklyn. Their plan was to hold three sessions, two instructional and one inspirational; one instructional session in the afternoon and an inspirational session in the evening, and the next morning another instructional session.

Dr Canfield is convinced that the institute has simply come in to supply a need for those who cannot get anything better. He dwelt upon the importance of the open question and answer. It not only provoked discussion and conversation, but brought out the experiences of those who were competent to give them. It brought the citizens together and helped them with the

understanding that the public library must be built up, as Mr Dewey said, on the same line as the public school. It shows them that the public library is a legitimate object for taxation; that the taxation is levied for the public good and is not a hobby that a few are riding for their own benefit. Miss Winsor then asked for those to speak who had ideas upon the difficulties of holding the institutes. Mr Dana was called upon and asked to speak, and said he thought the dangers might be summed up in three words—condescension, resentment, and conscious virtue. There was danger of those holding the institute, who had something to teach, in taking an attitude of condescension toward those taught; there was danger of resentment on the part of those who needed the help, and that the air of condescension was absolutely fatal to the success of the institute. The conscious virtue was apt to be a result of doing the work along the line suggested to them by the person holding the institute. Mr Dana also spoke of the need of coöperation with the newspapers, recounting his experiences with the Springfield Republican, which had, he felt, been of invaluable use to him in his work at Springfield. Miss Underhill of Utica was then called upon, and gave an account of the meeting at Ilion. They had decided to make a program of interest to outsiders and not to librarians alone. They found that this was a good plan, as it interested many of that section; that a small library exhibit of methods and plans was also of great value. She found that inviting the librarians to come to her library and work with her for a few days met with a ready response, and she already had engagements with them for the early fall to come and stay with her and get an insight into the working plans.

Mr Fison, of the Narragansett Library association, Peace Dale, R. I., then asked if he might have the experiences of what some library has got from the association; that most of the programs went over the heads of the small librarians present. A number of

answers to this followed, and Mr Dana enlarged upon the fact that if the small librarians took an interest in the program of the association, and asked for special topics, that it was the best way in which to improve these programs and make them of the greatest use to the small libraries. Mr Dewey and Mr Eastman also spoke upon the necessity of an efficient person to conduct the institute.

#### THURSDAY MORNING—GENERAL SESSION

After the announcements and the disposition of miscellaneous business, the Report on gifts and bequests was presented by George Watson Cole. A summary of Mr Cole's report is as follows:

#### SUMMARY BY SECTIONS OF THE COUNTRY, ETC.

	No.	Gifts in Money	Money for Buildings	Books	Miscellaneous	CARNEGIE GIFTS	
						No.	Amounts
North Atlantic division .....	345	\$1,010,472.86	\$3,066,650.00	255,153v. 72,855 pamph. 25,011v. 3,484 pamph.	2,927 prints, etc.	47	\$1,311,000
South Atlantic division.....	43	57,822.61	492,375.63	39,060v. 189 pamph. 7,650v. 2,000 pamph.	Portraits, etc.	14	285,000
South Central division.....	20	172,000.00	236,525.00		Statue, etc.	8	146,000
North Central division.....	220	1,203,752.44	2,876,000.00			112	3,021,500
Western division.....	38	12,700.00	687,500.00			20	642,500
Colonial.....	2		160,000.00			2	160,000
Total .....	668	\$2,456,747.91	\$7,521,050.63	326,880v. 78,528 pamph.		203	\$5,566,000
Cuba .....	2		\$ 250,000.00	3,000v.		1	
British America.....	23	\$ 30,000.00	541,500.00		Portraits	19	\$ 541,500
Foreign.....	12	588,500.00				11	453,500
Grand total.....	705	\$3,075,247.91	\$8,312,550.63			234	\$6,561,000

Mr Bostwick, from the committee on library schools, reported that no definite report was at hand because, 1) the committee had been furnished no definite instructions as to what to report, and, 2) because it had been impossible for the committee to visit all the schools.

Mr Bostwick gave expression to his personal opinion on the subject of library graduates in subordinate positions in public libraries, as follows:

There are two ways of attaining trained librarianship. The first is instruction by apprenticeship; the second, instruction by technical or professional schools. The point that needs to be emphasized is, that instruction by a technical school needs to be supplemented by practical library work before

the person who takes up librarianship can be regarded as thoroughly trained in it. The lawyer, the doctor, the graduate of West Point or Annapolis, do not expect high-salaried positions immediately upon coming out of their respective training schools. The college graduate does not expect a place with a large salary attached immediately after graduation. But the library school graduate ordinarily expects to be able to earn his living by library work immediately after graduation. How many library school graduates are willing to serve in a public library without salary for six months in order to learn the special methods of that

library? How many are even willing to accept positions in the lowest grade with salaries of \$33 to \$40 a month? At present the library school graduate can usually get his high-salaried position immediately on graduation by going out west, just as the lawyer and doctor of a past generation did. But the west is now well filled with lawyers and doctors. It will soon, in like manner, be well filled with librarians. The library school graduate will then expect to give a considerable period to actual work at a nominal salary before attaining to the highly paid positions.

Miss Ahern asked leave to differ from the speaker in his comparisons of occupations. It is hardly just, she said, to compare the work of a trained librarian



with the work of those who must trust to opportunity to get a start, as the lawyer and doctor. Library work is, first of all, distinctively an educational work, and it is only fair to compare it with the work of teachers. A normal school graduate is not asked to work for nothing, nor even for a low salary; neither should a library school graduate. A self-taught teacher does not receive, usually, a large salary; neither may a self-made librarian ask it. It might be well, indeed, it seems advisable, for library schools to withhold the certificate until a year of actual work, independent of the school, manifests the fitness of the librarian to be called a trained graduate of a library school; but as to asking such persons to begin on no salary, or on a nominal salary, it is most unfair to all concerned to consider it.

Melvil Dewey then reported on the A. L. A. exhibit at Louisiana purchase exposition in 1904. Mr Dewey said that but a few definite conclusions had been arrived at in regard to this exposition; perhaps only two things were definitely settled—the model library, which will be conducted as a branch of the St Louis Public library, and the revised A. L. A. catalog. There will not be a general exhibit of library appliances or methods. A selection may be made of some specially interesting information, but space will be allotted in a separate building for exhibits of historical interest. With regard to the catalog itself, the committee hardly thought it would pay to publish a supplement; but a new book of from 5000 to 10,000v. in it ought to be made in such a way as to bring out their value in the various classifications of knowledge. There is no money in sight for an appropriation for this work, and it will have to be a labor of love. The Library of congress has generously offered to print it, and also to furnish card catalogs if it is desirable. The committee would recommend that an A. L. A. editor be engaged to devote his whole time to the preparation of this catalog; one whose time will not

be taken up with any other work, but who can prepare a piece of work that will be creditable to the association.

W. I. Fletcher, chairman of the A. L. A. Publishing board, called attention to the fact that his report was already in print and has been distributed, the principal points in his report being as follows:

The work of the board has progressed steadily if not rapidly.

1 Printed cards for books are now prepared by the Library of congress.

2 A new edition of the A. L. A. index has been issued.

3 Guide to literature of American history has been issued. A gift of \$10,000 to defray the expense of this work was received from George Hles.

4 Library tract (no. 4) on library buildings has been added to the series.

The board was very recently advised of plans made by the New York State library association and the New York State library, by which a new up-to-date edition of the A. L. A. Catalog of 5000v. is practically assured in the near future, to be issued by the Library of congress or the U. S. bureau of education; also, that cards for all the books in this catalog will be issued by the Library of congress.

The report of the committee on the relations of libraries to the book trade was presented by the chairman, W. T. Peoples, as follows:

#### Relations of libraries to the book trade

Upon receiving, in October last, from the secretary of the association, notification of our appointments as members of the committee on relations of libraries to the book trade, steps were taken at an early date to acquaint the book trade of our appointment, and to this end a letter was addressed to the president of the American publishers' association, Charles Scribner, New York, advising him of that fact and of our readiness to work with the A. P. A. for adjustment of all complaints.

Through correspondence and personal interviews your committee has been constantly in touch with the Pub-

lishers' association, and individual members thereof, whereby the trade has been kept thoroughly informed of the dissatisfaction existing among the members of our association with the so styled "net price system." In our first interview we found considerable irritation existing, caused by what was considered to be erroneous and ill-advised statements by individual members of our association. To a very great extent we think your committee succeeded in removing these, and overcoming a feeling at first inclined to resentment, until eventually we had assurances from leading members of the American publishers' association that they would listen to our appeal, and at the same time favor granting us a concession in the way of an increased discount.

We then asked that a meeting of the Publishers' association be called that this matter might be considered at the earliest possible time. In this connection your committee desires to say that in all their interviews with the publishers they were careful to disclaim any desire to interfere with or injure the local booksellers in any way.

At the annual meeting of the Pennsylvania Library club and the New Jersey Library association, held at Atlantic City, the following resolution was adopted:

Resolved, that the American publishers' association be requested to consent that the dealers and publishers be permitted to give to librarians a discount up to 25 per cent on net books.

The adoption of the above resolution had the effect of arousing and antagonizing the executive committee of the American booksellers association. A meeting of that executive committee was held, and a memorial prepared, addressed to the American publishers' association.

Among other things this memorial requested that the publishers, instead of increasing the discount to libraries, should require them to pay the full net price for books. In addition, this memorial contained other matter relating to libraries and librarians, which in our

opinion is unworthy of a body of representative men, about which we do not deem it wise to discuss at this time.

The outcome of the American publishers' association meeting, on May 27, is shown by the following from the president of the association:

DEAR MR PEOPLES: Probably you have heard that the Publishers' association took no action upon the library question at their meeting, but this is to make good my promise to let you hear from me. In opposition to the suggestions from the library associations the meeting had before it a request from the Booksellers' association, enforced by some 30 odd letters from representative booksellers, to take away all discount from libraries and to extend the protection over net books for another year. The meeting also had to deal with the price cutting in New York city, and other matters of importance. As a consequence of this situation it was resolved to take no action upon the library question. There is a desire on the part of some members that the library discount be increased, and I think it possible that some more favorable action may be taken at another meeting.

Replying to your inquiry concerning the last meeting of the Publishers' association, I would write that the association refused to extend the protection to net books beyond the one year now agreed upon.

Yours sincerely,  
CHARLES SCRIBNER.

Your committee respectfully suggest that the association adopt the following resolutions for presentation to the Publishers' association:

1 That the Publishers' association, having agreed to limit the net price protection strictly to one year, print on the back of the title-page the month, as well as the year, of copyright, that all may know the date when the protection expires.

2 That the Publishers' association grant to libraries an increased discount over their present allowance on net books.

In the consideration of this report quite a discussion arose, which was marked by a restraint of feeling and temperance in expression that was creditable to the association.

Mr Wellman of Springfield, Mass., thought the matter might be helped to a satisfactory conclusion by giving greater publicity to the hardships inflicted by the matter on the library through educational journals and the newspapers.

As to the situation on prices in the book trade, Mr Elmendorf of Buffalo thought that a point had been gained when the Publishers association had refused to extend the time under one year on net books. He was of the opinion that a wrong impression prevailed, to the effect that publishers did not appreciate librarians as customers; he found they gave them equal consideration with booksellers, and they are disposed to listen with consideration to whatever the association has to say in the matter.

Miss Kelso of New York said that librarians should go slowly in taking up this matter, and that the best ends would be served by dropping all discussion of it. Miss Kelso thought that the publishers appreciated the fact that the local dealers cannot always serve the libraries, and that there should be an arrangement with the librarian, either through the publishers direct or the large jobbing houses, whereby their needs may be met promptly and satisfactorily. It was manifest during the discussion, by one or two incidents, that considerable feeling existed in regard to a recent utterance of the Booksellers association concerning Mr Dewey. So strong was this that Mr Dewey felt called upon to address the association, which he did as follows:

I think it is only right to call your attention to our peculiar relations in Albany. The State library is a distinct institution, like your libraries, but I am also director of the Home education department. We have an appropriation of \$60,000 for the benefit of public libraries. That money is assigned to public libraries, and it can be spent only for such books, and at such prices as we approve. The law when it was passed distinctly authorized us to supply the books ourselves, instead of giving the money to the libraries. This plan has always been followed in Massachusetts, which buys books not only with all the state aid, but also very often with local money sent in to secure lower prices. We discussed this matter at considerable length, and I urged that this should

not be done—that we should not supply the books, as authorized by law, but should turn this business over to the bookseller. We have always recommended to these libraries to buy of their local booksellers, provided they could get satisfactory service and the price that they wanted. We are compelled to certify that this money has been spent in accordance with certain rules, but have been in an unusual degree considerate of the bookseller, and if subject to criticism it would be for regarding him too much, not too little. We often buy for our own use 10 sets of a single traveling library. We also have bought 50 or 100 copies of a very few English and American classics regularly studied in our schools, and lend these to students unable to supply themselves. We have a perfect right to sell any of these, but have never done so except that we had about five copies of four books some 10 years ago of which some were sold. These are the collections which have been used to furnish a text for the recent attack on me personally by the Booksellers association. They guessed that as we bought duplicates we sold them, but they never took pains to ask but printed an explicit statement wholly inconsistent with the facts. Now that they are made public we shall wait with interest for the apology which gentlemen always make when they have made unwarranted and offensive and harmful statements under a misapprehension of the facts. I should not have mentioned this subject had I not learned that many people were stoutly defending us for adopting the Massachusetts plan of supplying books when in fact we have never done so, though we have it urged on us as a duty to the public.

The Publishers' weekly—and my relations have been most friendly with the office of that paper—has always misrepresented what I have said about the function of a library. I was asked to prophesy what was going to happen in the next century, and I prophesied—and I still believe in my prophecy—that the library is to follow exactly in the steps of the development of the

public school and public education. I claimed that the tax-supported high school had displaced the private school carried on for the personal gain of its teachers, and the tax-supported library is displacing the circulating library, and is being supported at public expense. It is absolutely free. We cannot stop this movement. I have never tried to help the movement on, but I predict again that this is inevitable. When the high school, as it has done in so many cases, gave a better course, with a larger faculty and a better equipment in every way than the private school, the pupils of the private school went over to the high school. The high school is an institution of which we are proud, and the public library is following on the same lines.

You can not replace a stage coach with the trolley line without injuring the business of the stage driver. To help people buy and own the best books I have always contended is a peculiarly good thing. A book owned is a great deal better than a book loaned. We must work back from our local library to the library in the home and in the house, and the library of the individual. That means the owning of books, and the books must be gotten from the publisher to the person who is to own them. I have always made this qualification, that the bookseller may continue to live in the larger towns but he has already disappeared from the smaller towns. It is as foolish to hope for the revival of the competent bookseller in the little community as it is to restore the stage coaches.

Now, I have never said this before, but I am going to say it, that there are booksellers who, instead of being the strong allies of good reading, are the worst enemies of good reading. You know men who are so-called booksellers, who sell tobacco and cigars, etc. and who will sell the very worst publications quicker than they will sell the best literature if they can get 5 per cent more profit. There are men claiming the privilege of retail booksellers who have no education and no ethical

standards. They say Our only concern is dollars and cents. They would just as soon sell whisky at one end of the counter and tobacco at the other. They handle the cheapest commercial literature and they will sell it whenever they can make 1 cent more profit than in selling the best editions. The bookseller of the old standard, aiming to educate and uplift the community, belongs with us. He ought to be a member of this association. But we would be cowards if, because a man who says distinctly "I have no interest except to make dollars and cents," puts on his sign Bookseller—we should admit that he should take his place with us as a member of a profession which we honor, in which we mean to work, and in which we mean to maintain our self-respect.

H. C. Wellman of Springfield, Mass., next presented a report on Library administration. The principal points of the paper were as follows:

#### **Report of the committee on library administration**

The subject of library administration is so broad that the committee has been in doubt as to the scope of its work. Any comprehensive treatment would mean a large volume. The committee determined, therefore, to give consideration to a few definite subjects, and especially to recent developments.

#### **Cost of cataloging, etc.**

Considerable time was spent in drawing up tables of statistics, with a view to getting accurate figures on the cost of getting a book on to the shelves of a library. The attempt had to be abandoned. Dr Steiner, in his interesting paper on the subject, could make only a vague guess as to the cost in his own library, and owing to the overlapping of the work of different departments, and the absence of suitable statistics, it seems hardly feasible to get an accurate estimate of this item of expense.

A rough idea may be gained by examining the cost of recataloging various libraries where outside assistance has been employed, which shows a cost varying from 10 cents to 20 cents per

volume. This figure includes a shelf-list, but does not include the cost of ordering and accessioning. It does include, however, the time spent in hunting up and extracting old cards from the catalog, and in erasing old numbers on the book-plates.

One figure given to the committee showed a cost of cataloging amounting to only 6 cents per volume.

In another case an experienced library organizer states: With such local help as I can train and manage, I can handle 1000 books in a month for a small public library in a fairly satisfactory way. Allowing \$100 per month for salaries, the cost, exclusive of supplies, ordering, and shelf-list, would be 10 cents per volume.

At Brookline, Mass., an expert classifier and one or two assistants have been employed for a year in reclassifying the library on the Decimal system. A highly paid classifier was secured so as to insure the best possible work. A new shelf-list has been made and the catalog and catalog cards have been thoroughly revised, many of the cards being newly typewritten. The cataloging is rather elaborate, with many analytical cards. During the year 7347v. have been reclassified and the service cost \$1384.60—that is, 18 $\frac{8}{10}$  cents per volume. It is the opinion of the classifier, and also of the librarian, that the time consumed in looking for books temporarily out of place, in searching for cards in the old catalog, especially when the previous cataloging was erratic, in erasing numbers, in canceling entries on the old shelf-list, and in making over imperfect cards, has made the work certainly as great, and perhaps greater, than it would have been if the books had been ordered and set up anew. The cost of supplies hardly exceeds 1 $\frac{3}{10}$  cents per volume, so that 20 cents per volume is a generous estimate of the cost of putting non-fiction on the shelves of that library of 60,000v.

On the whole it is safe to say that for

the ordinary public library of 50,000v. the entire cost of getting a book from the dealer to the shelves, omitting only the cost of selecting the books to be purchased, ranges from 10 cents to 25 cents per volume.

**The printed catalog cards issued by the Library of congress**

Through courtesy of the Librarian of congress a joint circular was sent out containing requests for information regarding the improvement in the distribution, or in the form or contents, of the printed catalog cards issued by the Library of congress, and also certain questions regarding their use for the enlightenment of the committee. The results are stated here as briefly as possible, the question of improvements being left for the Cataloging section to discuss.

About 110 replies were received, but only 70 of these were from libraries where sufficient cards had been used to make the answers of value. Of these, 36 used the cards for maintaining one card catalog only; while 31 ordered duplicate sets to provide for two or more catalogs, in two cases the number of catalogs being 14 and 19 respectively; 14 libraries used the cards also for shelf-lists.

In five libraries it was thought no saving of time had been effected, but in 60 libraries a marked saving of time was observed. The estimated saving ranged in amount from one-tenth to three-fourths, and the majority were of the opinion that from one-third to one-half of the time of the cataloger was saved. A further economy in some instances resulted from the employment of cheaper labor for the mechanical work of ordering the cards.

There was pretty general agreement that the stock of the printed card is not at present quite equal to the standard Library Bureau stock, a fact especially shown when erasures are necessary, but there was still greater agreement as to the excellence of the cataloging. The replies clearly demonstrated the fact that cards for current copyrighted books are received with great prompt-



ness, nine-tenths of them, perhaps more, within a week of ordering when the library is not too distant from Washington; and in general the same is true of current non-copyright or foreign books when the cards are ordered from the proofs. But delays are considerable, and the proportion of cards not supplied is large, when the cards for foreign books are ordered without first ascertaining that the book has been received by the Library of congress.

When the cards can be sent for at the same time that the book is ordered, they are frequently received before the book. When they are ordered after the book has been received, in most libraries it is found feasible to place the books in circulation at once, without waiting for the cards, by keeping a record on a memorandum slip, which sometimes serves afterward as copy for the printed bulletin of accessions. In large libraries, where more elaborate record is needed, a temporary author-card is inserted in the catalog; and in small libraries, simply checking the receipt of the cards against the title in the accession book is sufficient to insure that no books slip through without being cataloged.

From these facts your committee conclude, that by ordering printed catalog cards from the Library of congress for all current copyrighted books—a class comprising most of the accessions of the ordinary American library—and by ordering cards for other books, so far as proofs are available to show that they have been cataloged, it is now possible for public libraries to secure promptly printed catalog cards, not only more legible than manuscript cards, but vastly superior in fullness and accuracy to the cataloging of the average library, and at the same time costing far less than the ordinary manuscript cataloging.

We regard this coöperative cataloging, made possible by the use of the Library of congress printed cards, as the most important development in library administration in recent years,

and unhesitatingly recommend its advantages to libraries which have not yet profited by them.

#### Co-operative lists, etc.

A useful series of brief coöperative lists for free distribution among the patrons of a library has been issued by the New York Library association. The subjects covered thus far are: The United States and its government; Debating; Botany; Gardens and gardening; Books that most men like, and Books of delicate workmanship. These lists are without library numbers and contain a dozen or more titles each of books in most libraries. By purchasing them from Mrs H. L. Elmendorf of Buffalo, a library is able to distribute among its patrons these attractive little bibliographies or bulletins at the extremely moderate outlay of 15 cents per 100.

Other publications to be recorded are: The graded catalog of books for school children, issued by the Buffalo Public library, 30 cents; The list of the first 1000v. for a public library, issued by the New Jersey commission as an appendix to their second report; the edition of 1902 of a Suggestive list of books for a small library, recommended by the state commissions of Wisconsin, Minnesota, Iowa, Nebraska, Idaho, and Delaware, and the Handbook of library organization, issued by the Minnesota Library commission in coöperation with the commissions of Iowa and Wisconsin.

#### Library institutes

In library work it is of the first importance to provide capable and earnest librarians. The training schools and the great annual library meetings, supplemented by state associations and local clubs, are doing essential work, but the library movement outruns any and all of these influences. Small libraries are multiplying more rapidly than trained librarians can be secured, and with resources far too slender to afford trained service.

Not one library in 10, in many states not one in 20, is directly reached by the

most enthusiastic or most instructive gathering at state or national library meetings, or by any of our library schools or training classes. Every state commission feels the necessity of going out personally to talk with trustees and librarians about the most elementary and practical things.

From the first it has been a feature of the Wisconsin work that those in charge of traveling libraries in given districts have been called together to talk with the librarian of the commission and to compare notes. In Western Massachusetts meetings of librarians, trustees, and townsfolk have been held at various points to learn from the experience of representatives of larger institutions who went expressly to visit them. Similar work is doubtless done in many of the states. A systematic effort of this kind is reported this year from New York.

Under the direction of a special committee of the New York Library association a series of institutes was held with the distinct purpose of improving library methods. The state was divided into 11 districts. In three of these, where there were local library clubs, the work was commended to their attention. For each of the other eight districts a local secretary was appointed, furnished with a list of libraries, and requested to put himself at once in communication with them and take steps to awaken an interest in their coming together. Dates in April and May were assigned for meetings, and a general program prepared covering three sessions of two to three hours each.

The subjects named presented in miniature a somewhat complete course in library economy. The leading topics of the first session were:

- 1 Selection of books.
- 2 Ordering.
- 3 Accessioning.
- 4 Arrangement, including classification, notation, and labels.

For another session there was a round table for questions, then the subjects of:

- 1 Catalogs.
- 2 Charging systems.

3 Records and reports, to be followed, if time should serve, by—

4 Relation of library to schools and clubs.

5 How to increase one's efficiency as a librarian.

An evening of popular addresses to the public was also part of the plan, and in three cases these were supplemented by a lantern exhibition of library building plans.

For each institute a conductor was appointed who called in such help as was available, and was responsible for details. The first institute opened April 15, the eighth meeting closed May 10. Three meetings were held the first week, two in the second week, and three in the last week.

The interest shown was on the whole extremely gratifying. Numbers at the instructional sessions ranged from 22 to 75; at the popular sessions from 25 to 200. The number of libraries represented was from 8 to 18. At the largest gatherings special efforts had been made to interest the women's clubs.

The topics were presented in their very simplest terms and familiarly discussed. Where numbers were small, the result was probably more valuable to those present on that account. The plan was considered a success in bringing together librarians of experience and those who lacked in this respect. The 110 libraries reached were only one in six of those invited, which fact offers a wide field for future effort in the same direction.

The cost of such meetings, and of the organization required to maintain them, presents a difficulty. In this case the expense was practically shared by the state association, the state library, and several private individuals who gave their services and paid their own bills. For many reasons it would be desirable for the state to be wholly responsible for work like this, as it is for similar work with teachers.

Whether conducted by state, club, or individual effort, your committee commends this form of activity to all who

have at heart efficient administration in the smallest libraries.

#### Student help

In a library staff where there may be from 10 to 100 or more members, it is certain that the work is not all of the same grade, and does not all of it require special library training. The question is whether for minor positions it is desirable to employ boy and girl students from high schools and local colleges.

With reference to pages, every librarian knows that there is no future in a library for the boy of 14 who leaves school to accept a position as page. The boy is tempted by the pay, but after being in the library three or four years he has received little training which is of advantage in the business world. Somelibrarians report that their pages secure good positions in offices and factories, but the majority would consider it an injury to a boy of limited education to tempt him into a library as a page.

As the library at Dayton, Ohio, has had seven years' experience with school boys as pages, we quote from Miss Doran's statement:

We do not pledge a future to anyone beyond the present or current needs of the library and his own capacity for usefulness. This is well understood from the start. We are careful not to take on more help than there is prospect of steady employment for. A six-weeks' apprenticeship (eight hours daily, or time distributed in fewer hours per day—to suit the boy who is going to school) is required; 6 cents per hour for all work rendered thereafter is paid for the first two years. This aggregates about 1250 hours per annum, or \$75. The second two years of their high school course they are paid \$100 per annum for the same hours, rate 9 cents per hour. When graduated, they are paid \$25 a month for the first year; \$30 the second year. From the beginning, I keep before the boys the fact that good work in the library is a stepping-stone to better work elsewhere, but that it is only a stepping-stone, and good

only while they are accomplishing their preparation. One boy who has been in the library six years goes to Ann Arbor this year. Another who stayed with us during his high school course, upon graduating was appointed laboratory assistant at the high school, and goes this year to Chicago university. Another has graduated from Harvard.

We adopted the system of high school apprentices for the very purpose of avoiding the dilemma which your question (What future does your library provide for pages without education, growing up in its service?) suggests. Although the pay is small, the boys seem to like their work and readily get good places elsewhere. The three senior messengers, whom I have now had since the seventh grade in grammar schools, will graduate from the high school within a year. These are average boys, but have yet managed to maintain good grades at school and to acquire typewriting and stenography, in addition to their work here. They are devoted to the library as if it were a home, the dignity of which they wanted to keep up. They are now each charged with the training of their successors. Each has an understudy from the seventh grammar grade, and it is working well for both boys. The care of the shelves, mechanical preparation of books, and, under supervision, clerical work of the loan department is largely carried by five of them. Two assistants, one in charge of loan records and the other of reference calls, have supervision. At busy hours (3.30-5.30 p. m., and Saturdays) a third assistant is required.

The libraries which report favorably on student help are: the Detroit Public library, where school boys have been employed as pages; the Cleveland Public, where student help, both from colleges and high schools, has been employed for evening assignments, dinner hours, and half-holidays; the John Crerar library, for evening service only; the Providence (R. I.) Public, which employs students from Brown university as clerks during the evening, and pupils from the high schools as pages.



These have frequently been students of much force of character (who perhaps, otherwise would not have undertaken anything so laborious), and we have profited from their characteristic ability. The Salem (Mass.) Public library, where high school boys have been employed; the Case library at Cleveland, with a limited experience of two instances only; the Boston Athenæum, which has employed college students for Sunday duty "very successfully in our particular case." Mr Bolton remarks: This is a serious problem, but I fear there is no solution unless the boys will study—few will. The Amherst college library, which has employed Amherst students; the Boston Public, where student help has been used for Sunday and evening service and for extra work on Saturdays. Mr Whitney states that the results have been very favorable. The Minneapolis Public library, Dr Hosmer reports: We have had excellent service from university and high school students, and see no reason against employing them. The Lowell (Mass.) Public library, and the Brooklyn Library, where they have just begun to engage high school boys for evening work, and find them much better than ordinary pages, more intelligent and more interested; and, finally, the Worcester (Mass.) Public. Mr Green emphatically states that, in view of their experience he looks very favorably on the employment of school boys and girls, and college students, as the library offers no future for employés of limited education.

On the other hand, Dr Canfield, of the Columbia university library, writes: I have used what is called student help by the hour in several institutions before coming here—both in the library and elsewhere—and have always found it the most expensive and least effective service that could be secured; and continues, it is not possible to offer a fairly well educated, bright, ambitious boy sufficient inducement to remain in the library. It is generally true that "as soon as we have a boy thoroughly well

trained as a page, some down-town office gathers him in and we are obliged to begin over again." Miss Lord, of Bryn Mawr college library, gives it as her experience that "such amateur work is not of sufficient money value to the college to pay the students enough to amount to real help; he or she had better borrow the same amount of money and finish in a shorter time, and the library had much better get assistants giving their time and undivided interest to its work." Mr Collins, the reference librarian at Princeton, is also inclined to the belief that college students ought to be able to get more remunerative side jobs. Mr Anderson, of the Carnegie library at Pittsburg, reports that they have tried student help but do not approve of it. Mr Crunden of St Louis states that formerly student help was used in St Louis, but he does not believe it a good policy; most of the boys drop out after two or three years, and seek positions elsewhere. An effort is made to stimulate the boys to study and the reading of good books.

In view of the above testimony, and notwithstanding some adverse criticism, it is the opinion of your committee that in many instances by employing college students for special work, intelligent and cultured service can be secured at a low cost; and that in general, by hiring high school students by the hour to serve as pages, and in other minor positions, a more intelligent worker can be retained at less cost, and without cumbering the staff with permanent employés who, as their time of service lengthens, will naturally clamor for advancement to positions for which lack of general education renders them unfit.

#### Renewal by telephone

The question of allowing renewal by telephone has been discussed at some length in the library periodicals. Your committee simply call attention to the purpose of requiring a renewal, which is to force the borrower to take a certain amount of trouble in order to retain a book after it is due in order to in-

sure its being returned and made available for other readers, unless the first reader really desires to use it, in which case he will take the necessary pains to have the time extended. Your committee is not certain that the interests of the public are benefited more by the convenience of using the telephone in cases of legitimate renewal than they are harmed by its abuse, in cases where the borrower merely wishes to avoid the trouble of returning on time a book which he has finished reading, and we suggest this question for discussion here.

#### Fines

Many of the poorer patrons of a library, especially children, are debarred from using it because of having incurred small fines which they are really unable to pay. A 2-cent fine often deprives such persons of the privilege of ever again drawing books. We repeat the suggestion, which has been made before, that for young children at least an alternate penalty be fixed, so that deprivation of library privileges for a certain period may be considered as equivalent to the payment of a small fine, and thus readers may not be driven permanently from the library's influence.

#### THURSDAY AFTERNOON

##### Catalog section

The chairman, J. C. M. Hanson, announced at the opening of the meeting that all members present in proper standing were entitled to vote on questions raised. At the first meeting of the Catalog section held in Montreal he said there was no fixed program, the session being adjourned to the Waukeasha meeting, where the same precedent was followed. The Boston-Magnolia conference offered specially favorable opportunities to hear about the great card catalogs of Harvard college and the Boston Public library, and the meeting was fortunate in having present W. C. Lane, whose Subject index to the Harvard catalog was well known, and E. B. Hunt, who had succeeded J. L.

Whitney as chief cataloger of the Boston Public library.

#### Catalog of Harvard college library

W. C. Lane, who spoke from notes, and said he had not come prepared with statistics or history, described in brief the Harvard card catalog, which was, he said, one of the oldest, if not the oldest, in existence, and had been continued to the present time, with the requisite changes or modifications, from its inception, by Dr Ezra Abbott, who planned and began it in 1861 with much skill and ingenuity. It differed from the two types of catalog most in use though combining the advantages of both. Subjects and their related topics are grouped together under headings with subdivisions. These main headings are some of them very extensive, and under them are arranged alphabetically a great many minute subdivisions. The main principle of the catalog, i. e., its arrangement by groups, is carried out consistently, and has only been modified or altered where time or expediency seemed to make such alteration essential.

Mr Lane specified some of the more important changes made from the original arrangement to meet modern requirements, as, for instance, in the case of biography, which had first been collected and arranged under countries or classes, and then under individual biographies, but was now broken up, individual biographies being placed in the author catalog, titles of books by a man being followed by titles of books about him. The catalog is in two alphabets, author and subject. The most essential part of the Harvard catalog is the Subject index, which was the result of many years of work; for the first 25 years there was no index except in the form of imperfect references on cards. Mr Lane explained the method of reference, saying that each individual heading had its own special number, it having been found desirable to have a distinguishing number for each group of subjects. He instanced some cases

where change or modification was desirable, and said that such were being made by degrees.

A feature of the group arrangement is that new subjects can be easily and naturally inserted without limit, or change in the character of the catalog; new subjects arise every day, especially in scientific work, and subjects in periodicals soon appear in book form and require cataloging.

With the classed system of arrangement there are no indefinite numbers of new places of the same rank, and new subjects have to be subordinated to others, which is not the case with the Harvard arrangement. This adaptability would make it easy to print, as they hoped to be able at some future date, for all that was requisite was the selection of some one group that seemed ripest at the time, the catalog consisting of groups of subjects arranged in a most convenient fashion.

C. A. Cutter made a slight correction of Mr Lane's statement as to the difficulty of inserting new subjects in a classed catalog without subordination, and said that with the Expansive classification this was quite feasible.

J. L. Whitney, of the Boston Public library, said he should like to say a few words in praise of Dr Ezra Abbott, of whose work he was a warm admirer, and to whom he and other librarians owed so much. He told of his first visit to Harvard before he had taken library work into consideration, and of his examination of Dr Abbott's card catalog, in the arrangement of which he became greatly interested, realizing its value to the extent of copying the heads to take home to reflect on, which reflection ultimately decided him in adopting library work as his profession. He said that Mr Lane's index and additions to the catalog has made it almost perfect.

C. A. Nelson of Columbia said he had a copy of Dr Abbott's classed catalog of the Cambridge High school, in which he had browsed as a student, and many times since he had made a catalog based on Dr Abbott's for his personal use, and later, had the advantage of working

under Mr Abbott as a student of cataloging. Any success he might have achieved in his work he owed entirely to Dr Abbott.

C. A. Cutter rose to add his quota of praise to Dr Abbott's memory, saying he was under an immense obligation to him, and his own work as a classifier, bibliographer, and cataloger would be worth nothing had it not been for Dr Abbott's wise advice and kindly aid.

C. B. Hunt, of the Boston Public library, then read his paper on the catalog of the Boston Public library, in which he traced its history, scope, and purpose.

W. C. Lane said, in view of the enormous extent of the Boston Public library card catalog, and the overwhelming prospect as time goes on, any suggestion as to a practical way of reducing the bulk of a catalog without destroying its value would be welcome. Some humorous, unpracticable methods were mentioned, and Mr Hunt evoked much amusement by stating that a Massachusetts man had seriously proposed to recatalog the Boston Public library in six months!

C. A. Cutter said that the people of Northampton had expressed their willingness to have the Forbes library closed for one week (!) in order that a catalog of all the books might be made; he said that the Boston Athenæum had a card catalog in 1850 which had been introduced by Charles Folsom from Harvard.

W. I. Fletcher said he remembered this in its primeval form, stored in boxes under the counter, the lids of the boxes having to be raised to get at the contents.

T. Solberg asked for definite information as to the origin of the card catalog, and was answered by C. A. Nelson of Columbia, who told of the existence of a pamphlet bound in a series of other pamphlets in an old volume, which referred to an order made in France to provide card catalogs made of playing cards for all the libraries in France before her revolution.

M. S. R. James spoke of the use of

playing cards in France by the Abbé Rozier in 1775, for an index to the Transactions of the Paris Academy of sciences, and also to the use of cards in the library of Ste. Genéviève.

J. L. Whitney said that the Boston Public library catalog was a dictionary catalog, and that its form was borrowed from the University of Leyden originally

#### Catalog entries and capitalization

An animated discussion on the arrangement of catalog entries, particularly in relation to the card catalog, followed, which evoked much interest and was participated in by most of the prominent members present, who had for consultation copies of the proof of the rules formulated for use by the Library of congress.

The discussion was confined to proof F, 5, Appendix 1, Rules on the use of capitals.

There was a considerable diversity of opinion as to capitalization, and whether the Library school rules now in force should be altered.

In the course of discussion it was brought out that the question of capitalization was mainly one of typography, that which was proper in a card catalog not being practicable or expedient in a printed one.

Mrs Fairchild gave clear, concise reasons why she thought it advisable to change the present rules to conform with European custom, her chief argument being an objection to make the A. L. A. rules conspicuously different from the usage of the rest of the world.

Melvil Dewey was entirely opposed to any change, the following protest from him being read, owing to his inability to be present on account of conflicting meetings:

#### Changing catalog cards

Some librarians seem to feel toward their rules as they do toward their clothes, that they are liable to be commented on unpleasantly unless they have something new each season. Whenever a few come together there is the tendency to propose alterations with the

same freedom that they would try experiments in other directions, forgetting that the card catalog is the worst place in the world to make new changes, because new work is inserted at irregular places, destroying consistency and harmony, and reflecting unpleasantly on the ability of those who have done the work. When Panizzi made his rules 50 years ago the field was comparatively new. With a quarter century experience we took up the matter again when the A. L. A. was organized, and the ablest librarians and catalogers gave protracted study to agree on a code. This has been very widely adopted and we are approximating a general uniform practice. Certain restless spirits will always be clamoring for change, and unless care is exercised they destroy much of the symmetry and consistency of the older work and all hope of uniformity. No librarian with much respect for his catalog will consent to continual change in his rules even if he is anxious to keep in harmony with A. L. A. committees, library schools, and a practice of printed cards

Catalogers now change so often from one piece of work to another that the importance of recognized standard rules for cataloging constantly grows. Our one hope of securing such rules is to stand firmly by a reasonable ground that no changes are to be made without overwhelming evidence that the change is not only an improvement, but a great improvement, to justify its cost and the inevitable confusion that must result from it. The best service that those who understand this question can render librarianship is to fight vigorously against the tendency to continual changes and modifications.

I certainly am not by nature over-conservative. I should regret of all things to see the library profession put itself on a plane with some theologians who object to all revision, who refuse to believe that we know more now than we did a generation ago, and who insist that changes must necessarily be harmful. But the American tendency for some new thing, to run after alleged

improvements, is particularly dangerous in our cataloging work. We may change rules at the loan desk and in the reference department, and for almost anything else, but those that affect the card catalog are like changing the architecture of a great building after it is half done. They may make it more picturesque, but are much more likely to make it ridiculous in the eyes of an expert, and are usually very costly. The question whether certain words shall begin with capitals or small letters is but dust in the balance whichever way it is settled, though it is only fair to say that the study and rapid trend of the English language is to use fewer capitals, that the publishers and printers who have the widest reputation for good taste are leaders in this movement, and that if any change is made it should be to use fewer capitals, or otherwise we are working toward the middle ages instead of looking to the future, and are simply making a change that will inevitably be changed back again a few years later.

At the close of the meeting he came in and reinforced his argument.

The chairman announced, at the close of the session, which had been most interesting, that the new officers appointed were, chairman, C. H. Gould, of McGill College, Montreal, and secretary, Zula Wagner, chief cataloger at St Louis Public library, Mo.

#### Trustees' section

The meeting was called to order by D. P. Corey of Massachusetts, after a few remarks by the president. Mr Crunden, of the St Louis Public library, read the paper prepared by Dr Canfield of Columbian university, who was not able to be present, on The relation of the trustee to the library.

He pointed out that the true function of the trustee was to get the best for the library, principal of which is a trained librarian. The technical part of the work is no part of the trustee's duty, nor should he cripple the usefulness of the library by hampering it with personal bias. The business end of

work belongs to the trustee, and should not be laid on the librarian.

In discussing Dr Canfield's paper Mr Eastman called attention to the fact that trustees ought to be regarded as agents of the public, and should look out for the policies which govern the relation of the librarians to institutions and the needs of the public; but the details of administration should not be interfered with any more than the trustee of a railroad would undertake to show the engineer the different points about running a train. Rev. J. P. Bradfish called attention to the fact that the law of Massachusetts gives all the property of the library into the hands of the trustees, and it was the trustees' duty to so administer this property that the public for whom they stood should receive the largest amount possible from their investment.

Mrs Avery, a trustee of Cleveland Public library, expressed her satisfaction at the better insight which had come to her after hearing the paper and the discussion that followed. She thought that hereafter she should not only attend herself, but insist that the other members of the board should be present at these meetings. Reading proceedings was all right, but it was better to come and find out from actual experience, which could be acquired only by contact with librarians and trustees as they met in these annual gatherings.

Mr Rosengarten, of the Free library of Philadelphia, sent a most excellent paper, read by Mr Montgomery. Mr Rosengarten called attention to the fact that there was little heard in large libraries of foreign countries of the boards of trustees. Few if any of the general public could tell the names of any of the trustees of the three largest libraries of the world. So in America the policy of libraries being a little different made considerable difference in the position and attitude of the trustees toward the work. He also called attention to the following points:



**American libraries from a trustee's point of view**

A short experience of the relation of a trustee to the library with which he is connected may perhaps justify some observations on that point. Too much of the time of boards and trustees is given to details of administration. Look at the largest libraries of the world—London, Paris, Berlin. Who ever hears of the governing body, whether it be a board or a government bureau? All power is placed in the hands of the librarian, and it is of him and his work and administration that we hear. The trustees of the library of the British museum are great officers of state and great men of letters and science, but it is only in posthumous biographies and letters that the public hears anything of their activity in the matter. Ellis and Panizzi and Garnett are the men whose work in connection with the great English library is familiar to us. So, too, in Paris and Berlin, where the librarian is always the prominent figure; with him alone the public has to do, and he alone is held responsible for the administration of his great charge. In this country library boards are among the public trusts that too often fall to the lot of men who, with the best intentions in the world, cannot forbear the opportunity of letting the world, their little local world, know how much it owes to them. Hence the frequent occurrence of experiments in library management that generally result in failure, because they are made by men who are not in close touch with the public using the library, ignorant of its real needs both as to details of management and the right use of the facilities that a library offers for both use and abuse. The ideal board of trustees is that which is neither seen nor heard. It always chooses a librarian with care, having first ascertained not only his technical knowledge and literary attainments, but also his administrative power.

Once in office, the public and the library staff and the bookseller and the reader, all must look to the librarian as the mouthpiece and the eye and the

ear of the board of trustees. He should be present at every meeting of the board and of all its committees, and if not actually the secretary, should know of every subject under discussion and of every new rule adopted, and that by word of mouth from the trustees in their proceedings, and not by merely written communication, nor by or through any individual trustee or officer of the board.

All appointments should be made by the librarian upon some system of civil service examination by a board of the old employés, and after probation, and no trustee should ask or expect any appointments or other spoils of office; all applications for appointments should be filed with a registrar or other officer specially designated for the duty, who should be entirely impersonal, simply assigning a number to the applicant, filing all testimonials with that number, and submitting them to the librarian with the official result of the examination. In this way all question of influence would be reduced to a minimum, or, better still, to nothing. The body of appointees would then have every inducement so to work as to earn promotion.

With the increase of library schools there need be no difficulty in making the test of examination one that will show how far the technical work has been properly learned. The question of personal fitness, a very large factor with all who have to deal with so difficult a public as those who use the library, can be tested by a short probation of actual work in each department.

Even more rigid than selection of employés should be the selection of books. No committee of any board, no matter how intelligent or conscientious, can successfully deal with the enormous list of books offered for choice and purchase. The real expert is the librarian, and he must know just where to find special experts to assist him in the selection of technical books on special subjects. If left to a committee of the board the work will either not be done at all or will be influenced by personal likes and dislikes. The

library should be broad enough to include representative books and books to meet the needs of the reading public. Readers should be invited to ask for any book they want, and, with a fair discrimination, this method may be made a good test of the needs of the average reader. Books recommended or asked for by those who speak with authority as writers and students of special subjects should be put first on the list for purchase, and technical bodies, engineers, electricians, architects, etc., ought to be invited to send in lists of books needed.

Trustees and librarians ought to strive to set on foot coöperation of all the libraries in any given city or locality, so that expensive books above a certain fixed price, say \$50 or \$100, should be bought only for one library, that there be no unnecessary duplication. Only recently three libraries in one city got three copies of the reproduction of an East Indian Vedic manuscript, for which there can hardly be one reader in the whole city. Then, too, trustees and librarians should coöperate in the preparation and publication of finding lists of periodicals, so that readers may know exactly where to find every periodical, and thus again save the time of the readers and officers of libraries in their use.

Trustees ought to be seen and not heard. They should be frequent visitors in every branch, but should never give orders or instructions, or criticise methods to employés—all these should be reserved for the librarian, through whom changes and improvements should be made. Meetings of boards and committees should not be matters of publicity, lest "cranks" attack them by letters; let all the dealings of the public be through the librarian and his office, where there should be a book of complaints in which every complaint and grievance should be recorded, to be submitted to the board or the proper committee at the regular stated meetings.

The complaints that abound in every library would soon diminish if every

person who has a grievance were politely instructed that it must be stated in writing in a book kept for the information of the board. Trustees must then enforce rigidly the rule that they will not see individuals complaining of this, that, or the other grievance, but that every complaint or criticism must be duly entered in the proper record book, which will in turn bring it before the proper committee of the board, and through its report, to the board itself. Every library must expect criticism, and the only way to meet it is to give it a fair hearing, and to weigh its value, and decide, where it is well founded, on the best method for such reform as shall effect the best result.

The personal character of the librarian is always in evidence, and it must, therefore, be beyond suspicion. He must have the gift of dealing with his staff and with the public, and especially with the public authorities, with transparent honesty. The trustees as individuals have no standing, it is only as a board that they act and should act. On occasions when the library comes before the public it should be through the librarian, and the trustees should be only a chorus at the opening and closing of any act of special interest. Annual reports and bulletins, and other publications, should be made the official vehicles for the librarian with the sanction and approval of the trustees, and any difference of views should be threshed out in private conferences and only the results of agreement be made public.

Under the system generally in force, by which libraries are supported entirely or largely by public appropriations, it is the librarian who, as executive officer, should be the spokesman of the board of trustees in dealing with finance committees, with the mayor, city treasurer, and comptroller, and other officers of the city. Few trustees can speak with the same accuracy as to the needs of the library; the proper distribution of the annual appropriation between the expenses of maintenance and the provision for books, a percent-

age that needs careful watching, so that the public may have the best service, as well as the freest and largest use of all the books that can reasonably be provided out of the funds in hand.

Trustees may well use their strength, both individually and collectively, to obtain public grants and private contributions for proper library buildings. No librarian, no matter how efficient and capable, can do his best while the library is housed in temporary quarters, often unsafe and unsanitary, and always difficult to administer economically because not built and not suited to library purposes. On the other hand, no board of trustees should accept a gift, no matter how splendid, of a library building that was not planned after long and careful consideration by their own librarian, and consultation with other librarians expert in the needs of a thoroughly well planned library building. There are too many examples of the two extremes—on the one hand large and growing libraries cabined and confined in unsatisfactory buildings, and on the other hand libraries large and small, put in buildings that are too large for their contents, and, in a number of instances, made museums of art, attracting mere gazers, and thus interfering with the daily use of the library by those for whom it is primarily intended. To sacrifice the purpose of the library to a love for artistic decoration is to make a very serious and costly blunder, and one that trustees ought to guard against in spite of liberal donors of expensive buildings. Perhaps the most striking example of the one-man power of a librarian at its best is that of the library of the University of Strasburg. After the destruction of the time-honored building an obscure librarian in a little German town appealed to all Germans to atone for the injury done by the German army. Restored to German nationality, Strasburg was made the object of liberal benefactions by the German government, and while the work of material restoration was being rapidly carried on, this appeal for books for the Stras-

burg library was widely circulated, and responded to generously. From every corner of the world where there were Germans gifts and contributions of books were rapidly sent in. Then the government invited plans for a new library building—they were prepared under the direction of the man who had first appealed for it, and today in a well-appointed and well-contrived and well-constructed library building he is the librarian-in-charge, with over 400,000v., so that both the city and the university of Strasburg have a library and a librarian to be proud of.

Could any board of trustees have done such a thing? With all the magnificent splendor of the National library of congress in Washington the real impulse to its growing and useful activity is due to its librarian, and not to the joint committee of congress on the library—their real usefulness is in securing appropriations and legislation to enable the librarian to carry out effectively his plans for increasing its usefulness in many ways. Notable among them is the deposit of the congressional library card catalog in at least one library of every city and of every university, where men engaged in study and original research may find what books are at their command by loan.

The trustees can do little more than make the necessary provision for storing these catalog cards in a convenient and accessible place; but the librarian can direct inquirers and readers to them, and can help them to obtain the books from the congressional library, or from that at Albany, or any other great library where the librarians have effected a method of useful exchange of books, and of procuring those not on their own shelves from any other that has them.

The meetings of librarians, national, state, and local associations, full of instruction to the professional librarians and all engaged in the work, are, for the most part, a sealed book to trustees, whose occupation is largely in other directions. The splendid plan of a union of all the libraries of the city of New York bears the strong impress of

a hand of a very able librarian; not all his trustees could carry it out, although they can give powerful help in making the plan successful. The example thus set cannot fail to inspire other cities, with scattered and separate libraries, with the wisdom of a similar union of forces, thus reducing the expenses, increasing the efficiency, and giving to the library, as a whole, the advantage of the greatest good to the largest number by the simplest method.

There is no more melancholy spectacle than that of a multiplicity of libraries in one city, some burthened with debt, some with trusts that have long since outlived their usefulness, if they ever had any, each under a board of trustees in which there is reflected all the narrowness of local interest and of pride of place and of misunderstood opinion of the rights of proprietors or stockholders and the public. Make one united body, under the headship of one good librarian, and the public, as well as the individuals who use the library, will at once feel the benefit of a broad and generous management that will help materially to increase the libraries and their usefulness.

The man who wants to do a generous act is the one who helps an old library, gives it new strength and power; not he who puts up a new building, no matter how handsome, and then leaves it to the community where it is situated to sustain it, often with an old and long established library already in existence left high and dry in the change of time. Unite the new and the old, and each strengthens the other, and trustees may well look askance at the most munificent donor who forgets the claims of an existing library in order to establish a new one which shall perpetuate his name, and in doing so cripple the usefulness of some earlier library that has had years of experience as to what the people want in the library.

Few cities have as much reason to be grateful to their library trustees as Chicago, where the city library, the Newberry library and the Cregar library, have agreed to take each its own loca-

tion and its own particular line of library work, the first of general reading; the second, of special collections in the fine arts and bibliography; and the third, of the exact sciences; thus making it possible to achieve results nowhere else attained in the same time. There, indeed, trustees have shown the highest fitness for their task, and such an example may take its place alongside of the consolidation of all the libraries of New York in one system, as lessons by which all trustees should be guided and instructed in the right way to discharge their duties.

Herbert Putnam, Librarian of congress, then addressed the association. He said that it seemed to him that librarians generally are perplexed as to whether to allow a trustee to know too much or too little--not to know enough to do what was wanted or to know too much to interfere with the best plans of the institution. In regard to the congressional library, there are few problems in municipal libraries (except the one in regard to children's reading) that are not met with in the congressional library. He then traced the organization of the library under the recent laws for its government, which have seemed to determine that the policy of this library is the accumulation or distribution of books. The proposition of Mr Hopkins, that a general bibliography on various divisions of knowledge of so general a character as to be useful in libraries in general, met with his approval, and at this time the department of bibliography in the congressional library are preparing a bibliography which will only require duplication of the mechanical work to be accessible to any library that wishes for them.

The plan proposed is something of the same kind on which the printed catalog cards is carried on. Mr Putnam spoke of the attempted economy of some libraries in cutting up the galley proofs of the catalog cards as a mistaken one. A full set of all the cards prepared for the Library of congress may be had for \$250 a year. Cutting, pasting, and arranging the galley

slips will entail an expenditure of at least \$500, not considering the time and service necessary to do the work. Mr Putnam traced the growth of librarianship from the old-time, scholarly man, who loves his books, to the modern librarian, and in closing paid a graceful tribute to the career and work of his predecessor, Mr Spofford.

Dr Billings followed with a very interesting account of the organization of the New York Public library. He traced the history of the various foundations which now constitute the public library of New York. It is a rule in the board of trustees of this library that when a member has failed to make his appearance at three successive meetings a vacancy is declared, and his successor is chosen. The board of trustees is a self-perpetuating body.

Mr Dewey spoke on the responsibility of trustees. Mr Dewey said that the responsibility rested upon the trustee to see that the best possible material was purchased with the money entrusted to their care. The first principle of this responsibility is in their duty to provide a competent librarian of known skill and exact results in library work without interfering with methods. He referred to the progress that had been made in all lines, commercial and mechanical, and said that the librarians were keeping up with the progress made in other movements. In all lines we are just learning to use the material which has always been here but has not been understood. This is true in educational powers as well as in material things. All educational effort should go, not tandem, but side by side. There is neither room nor necessity for antagonism between schools and libraries. While recommending many of the ideas advanced by Pres. Eliot, Mr Dewey was of the opinion that the public would not take kindly to the idea of waiting 24 hours for the material in order that it might be brought from the proposed storehouse. They are willing, perhaps, to wait for the service, but it must be the service that will suit their purpose. Mr Dewey also called attention to the

fact of the responsibility of the trustees to inform themselves as to what the trend of public library work demands. This can only be found out by mingling with other trustees and librarians in the association. Time should be given the librarian and assistant to attend the library meetings, and where it is a possible thing to do, the expenses of at least one representative of the library should be paid. Mr Dewey emphasized the point made at the morning meeting that the standard for salaries of librarians is not to be taken from commercial lines, or even from those professional lines where there is not a definite contract, but where the income depends on personal effort. It is only fair to compare the salaries of librarians with others in educational lines, which means teachers in the public schools and higher institutions of learning. He called attention to the gain in a purely mental and spiritual way to the town which has an active, up-to-date library in charge of a competent librarian, and said that it would pay in dollars and cents (to put it on a lower plane) to give wholesome, good books to the general public for recreation. Mr Dewey's address met with the hearty approval of his audience, and much appreciation of the points made was expressed by the trustees present.

Mr Kelly, trustee of the Toronto Public library, spoke of the change that he had observed in the meeting of the Trustees' section, and particularly of the great help which he had obtained from the afternoon meeting. He would very much like that the proceedings could be put in some convenient form so that it might be distributed.

Mr Kimball, trustee of the Public library, Passaic, N. J., confirmed Mr Kelly's remarks and wished that copies for distribution might be provided by the association. A motion to recommend such action to the executive board was carried. The meeting then adjourned.

THURSDAY EVENING, JUNE 19

A general session was held with Pres. Billings in the chair.

C. F. Burgess, of the University of



Wisconsin, then read a paper on a  
Current bibliography of science and engineering

There are various ways in which the librarian's work may be to the advantage of engineering education, by which term is meant the dissemination of knowledge which bears upon and influences industrial development. The library may supply such scientific and technical literature as will meet the requirements of those who wish to use the same for recreation or for general information, and therefore including writings of a popular nature. The library may stimulate interest in scientific and technical matters among high school students and others who are to choose their life's work. The means may also be offered to technical men for continuing their studies, or in carrying on investigation, for which purpose a good reference equipment is requisite.

The library, in placing at the disposal of the workman-artisan class the literature best suited to their needs, may accomplish results of inestimable value. The vast number of workers, so important to the future welfare of the republic, deserve and are in need of more consideration and encouragement for self-education than are those who constitute what are known as our educated classes. It is to the means of giving aid to this class that I wish especially to point. Libraries have been and are at the present time very inefficiently dealing with this matter, the following remark recently made by a prominent technical man emphasizing this point: Instruction in engineering literature is not organized, it is not looked after, it is not cared for, yet it is one of the most important questions. On entering a modern public library one finds excellent reading lists upon almost any topic in history, art, literature, and some science, but none on engineering or technical subjects. A study of methods of increasing the efficiency reveals some of the causes of inefficiency, principal among which is the lack of a sufficient number of books, and, what is equally harmful, the presence on the shelves of

books whose influence is not only indifferent, but actually harmful.

Certain branches of engineering and science, especially those capable of spectacular treatment, have been subjected to a flood of literature during recent years. The greater part of such literature, in spite of popularity as shown by calls for the same, is not only unreliable and worthless, but is actually harmful, and a hindrance to true progress in engineering education. It is to be deplored that those who represent the most advanced learning in their profession seldom indulge in the writing of elementary books, since the financial reward for such work is not comparable to that which may be received in more strictly professional work. The writing of the elementary book is therefore left to the amateur engineer. The public demand may seem to make it necessary to place many undesirable books on the shelves, but it seems to me that just as much care should be used in barring misleading books in science and engineering as in excluding those which are detrimental from the moral standpoint.

It will be argued that certain libraries have maintained technical departments at considerable expenditure of capital and labor, but that little interest has been manifested in the same by the people who were to be benefited. It is true that only a small percentage of the industrial workers seem to have an ambition to rise, strange as this statement may seem, and even if possessed of such, few have the enterprise to do the extra work necessary to further this ambition. The results, however, which can be effected by ministering to the requirements of those who have both ambition and enterprise, even though such number be small at present, is a sufficient argument for carrying on the work. In this way the library may serve as a net spread wide to catch the talent which the country produces.

Pres. Billings said he had looked into the text-books of the correspondence schools and could not concur with Prof. Burgess as to their value; he thought

libraries should be extremely wary of placing text-books on their shelves.

Dr N. D. C. Hodges, of the Public library of Cincinnati, Ohio, then read a paper on

#### **Selection of scientific books for public libraries**

As a general statement, only the larger libraries can care for the needs of trained engineers—taking engineers in the broad sense to include chemists and all graduates of technical schools. These experts want the sets of transactions of engineering societies and the sets of technical journals. The cost of these in any completeness precludes the possibility of their being on the shelves of a small library. The small library can supply the systematic treatises, more or less popular, on the different branches of applied science. These treatises are always somewhat out of date, are generally a year or two behind the periodical literature, but they serve the purposes of the artisans, the amateurs, and the general readers. Engineers appreciate that they are hardly competent to judge of literature of this kind. It is not written for them and is of very little service to them. Information on a good many side subjects, such as basket making, printing and the allied industries, lithography, is sought at a public library, either in treatises, or recent volumes of trade journals; or it may be that everything that is wanted can be found in the Universal encyclopedia. The Encyclopedia Britannica articles are too technical for the average public library patrons. It would be presumption on my part to suggest a list of books for the technical room of a public library. Such a list has been under consideration by a committee of the Society for the promotion of engineering education. I will only say that we do not like to purchase any technical books if the copyright dates back more than three years. Such books quickly become dead books, the Makelatur of the Germans.

We opened in March a Useful arts' room at the public library of Cincinnati. We have in that room the current

numbers of 140 scientific journals. We have also the scientific books and the recent volumes of patent specifications and drawings, and the necessary patent indexes. I would be inclined to buy for the average public library the books of the day, making the best selection possible in all lines of applied science. At one time these would run to automobiles; at another, to wireless telegraphy, and, at a third, to liquid air. In five years whatever is purchased should be handed over to the junkman. There are a few standard works on engineering which have longer lives, and which should be on the shelves constantly. But if anyone is to use these standard text-books it will be necessary for him to buy his own copies. A public library can seldom supply text-books to those who are studying. I have referred especially to books on applied science, as I judged the leading paper would bear mainly to that side.

Dr Steiner said there was no subject about which librarians are so much in ignorance, or one which causes more trouble in selection; he advocated the publication of reliable selected lists from time to time in one or other of the library periodicals. The mechanics were the class of men least reached at present by the public library, and he deplored the fact.

Dr Billings said books were far less important than the technical journals.

Dr Adler's paper on General scientific cataloging was omitted, the conditions being much the same as last year, and the work being continued at the Smithsonian for a five-year period.

Herbert Putnam briefly reviewed W. Dawson Johnston's report on Bibliographical work in the United States and Library of congress, saying it had already appeared in the report of the congressional library, and a statement had also been published in the Library journal of September, 1901, which list had been considerably augmented; a great deal of valuable work was now in hand. Mr Putnam referred to the duplication of work and waste of labor in compiling lists. The Library of

congress published lists of books on timely topics, such as the Inter-oceanic canal question, and these were available to the libraries of the country whom he wanted to see making use of such work, and thus avoiding unnecessary duplication. He said it was easy for the libraries to know what work the Library of congress had in hand, but not so easy for that library to know what the libraries of the country were doing, and he would be glad to obtain such information with a view to putting a stop to multiplication of effort and waste of energy. He then explained the position of the Library of congress to the bibliographical work of the country.

Dr Billings said he did not deplore the duplication of lists in libraries; he thought they were good.

Mr Putnam said he thought he should make it clear that he referred to bibliographical undertakings, and not mere reading lists.

C. W. Andrews, of the John Crerar library, spoke of the lists of that library and of a bibliography of bibliographies of bibliography, or bibliography raised to the fourth power, which would soon be issued by the John Crerar and sent in exchange, or for 20 cents plus postage.

W. I. Fletcher made a statement, which he said must not be considered as an official report, of the plans and work of the A. L. A. Publishing board, which, owing to Carnegie's generosity, was now placed in a position to carry out a considerable amount of projected work. He referred to the progress of the board since its establishment in 1876, of its work done and in hand, and said that its new financial condition would make it possible to employ a permanent staff, which would embark at once on the A. L. A. Catalog with its annotations, a new list of reading for the young, and more library tracts. The future was most encouraging, while the past had been under limited conditions no less so.

George Iles, to whose generosity the A. L. A. owes so much, spoke of general bibliographic work, referring in

particular to the recently published Literature of American history, edited by Mr Larned. He spoke of the need of a permanent library institute for the undertaking of such work and of the good it could accomplish. Mr Iles, in response to a request, made the following statement regarding the Guide to the literature of American history.

Four years ago a Guide to the literature of American history was undertaken by this association. The task of general editorship was accepted, at our request, by J. N. Larned, who gave his services without charge. Until 18 months ago, when the manuscript of titles and notes was finished for all parts except that of Canada, the work was under Mr Larned's direction; since that time it has been completed and carried through the press by Franklin O. Poole and myself. The book is now published and before you. I trust that you will find it worthy of the sponsorship you have assumed in giving it to the world.

The work was planned, first, on a much smaller scale than that to which it finally grew. A selection of about 1000 titles was contemplated in the beginning, and a provisional list was drawn up on that view, printed as a pamphlet and submitted for suggestions of addition or omission to many of the leading scholars, teachers, and critics of the country whose coöperation was sought. From among these a staff of 40 highly qualified contributors was engaged. Some historical writers and students, whose services were greatly desired, could not be secured, but, on the whole, a more satisfying enlistment of special scholarship for critical work could hardly have been made. With advice and help from these contributors, and with much careful study of such extraordinary labors in the bibliography of American history as those of the late Justin Winsor, the list of titles was thoroughly revised after a conclusion to enlarge it to 4000 entries had been reached.

To obtain for every book so listed a

descriptive and critical note from, as nearly as possible, the best qualified pen at command, proved a difficult task and consumed much time. It was found that when the titles had fully gone their rounds there were a good many books that nobody cared to deal with, but which had to remain included nevertheless. There was nothing for it but to draw upon trustworthy criticisms in print, or to engage critics who would read these works afresh for the bibliography.

The actual gathering in of contributions was slow work. Every man of mark in America has too much to do, so that there was inevitable and sometimes serious procrastination. Often the galley-proofs came back with corrections so radical as to show a keen sense of responsibility by the contributors. Signing their notes as they did, and usually from the chairs of leading colleges and universities, they endeavored rather to voice the view of a judicial bench, to give us "the consensus of the competent," than to utter individual opinions. And this is what "appraisal" means.

The Guide may disclose faults on careful examination, and similar books in time coming may be better in detailed particulars, but just as it is this work marks an immense step forward in librarianship. It brings the seeker to the knower more helpfully than in any preceding aid of the kind; it affords the reader or student anywhere access to the most trustworthy adviser who could be impressed for his service.

A supplement to the Guide is in hand; its titles and notes for 1900 are completed; those for 1901, to be incorporated therewith, are in preparation. The main bibliography, and this continuation of it, will, I trust, be the first steps in the systematic appraisal of the whole working round of our literature. How may further steps be taken? Pray permit a suggestion or two.

It has long been a dream of this association that there might arise a library institute to conserve and promote the interests of public libraries as a whole.

In such an institute might be shown everything to inform the founder and builder of a public library, whether plans, elevations, fittings, or the like; together with the fullest help for the librarian by exhibition of approved methods of administration, of the aids adopted in the best practice. At such a central home might be conducted the coöperative cataloging which does so much to unlock the treasures of periodical and official literature; and in this institute might well be prosecuted the work so happily inaugurated by Mr Larned. The officers in command of "appraisal" should have a constant outlook upon the field whence to draw their critical forces, and should have the experience necessary to give accuracy and dispatch to the mechanical side of the work. These officers and their staff might be organized somewhat as are those of a great critical journal, everybody's whole time being engaged for the work.

All this demands a large endowment. In seeking that endowment it is first needful to discuss plans and methods, to the end that the best may be formulated. There can be little doubt that the wealthy and generous men who have done so much for public libraries, so much for the most fruitful acceptance of literature by all the people, will provide the keystone for an edifice already without parallel for the sagacity and munificence displayed by its builders.

John Thomson of Philadelphia, in reporting on the Incunabula list, said that too much had been undertaken, and a \$15,000 reduction in the appropriation for the Free library had compelled them to abandon the work for the present, though it was well advanced. He spoke of the difficulties encountered in the compilation of the list, and enumerated the number of volumes in different libraries. In Philadelphia they had 517v., in Columbia 136v., in Cornell 113v., Harvard, 257v., New York university 279v., Union theological seminary 336v., Princeton 88v., Grolier club 68v., etc., and in answer to W. C.

Lane's query as to whether the manuscript was ready for the printer, said that it was ready for the editor in its present condition.

#### State library commissions

The State library commission Round table meeting was held on Thursday evening, with Mr Dewey in the chair.

The first subject, The education of the public to fuller appreciation of the value and necessity of public libraries and reading-rooms, was presented by Mr Brigham of Iowa, who spoke of the work as it was done in his state.

Mr Brigham's theme was, Legislation the culmination of the campaign of education. Drawing on his own experience with legislators, he outlined the methods found most effective in procuring library legislation. He would not neglect the usual methods employed—individual work in the lobby and the hotels, the presentation of the cause to committees, etc., but emphasized the supreme importance of local influence.

He regarded library commission legislation as General Hancock regarded the tariff question, as a "local issue." The average legislator, well disposed toward the library movement but indifferent, became interested at once on receipt of a letter from the leading citizen, or citizens, of his home town. On the receipt of 40 or 50 letters his interest became intense, and his wonder is that anybody can be indifferent to a cause so noble. If these influences fail to make the permanent impression desired, there yet remains the visiting delegation with its overwhelming expressions of local gratitude for legislative favors to come.

Mr Brigham further drew on his own experience in developing the necessity not only of a knowledge of library needs in general on the part of legislators, but also of detailed information on his part sufficient to protect "the cause" from the ever-present danger of well-intended amendments, which make difficult, if they do not defeat, the accomplishment of the many purposes for which legislation is asked.

Miss Wallace of Georgia spoke of the work in that state as being very much hampered for lack of funds, but that the movement was going slowly on.

Miss Hoagland, organizer of the commission in Indiana, said that the subject presented three questions—who, when, and what? Who meant the individual first. When meant meetings as the opportunity came up. Better take the evening, however, as business people were more at leisure and teachers were not engaged. What meant the schools and the women's clubs, and other persons interested in the advancement of the town. Miss Hoagland emphasized the value of organization, and then closed by saying not to be too anxious about results.

Mr Hutchins of Wisconsin thought that commissioners cheapen the library sometimes by arguing. Assume that people are interested in libraries, and understand their value accordingly. Women raise 10-cent entertainments for 10-cent libraries. Business men do things on a larger scale. If they want \$100 they ask for \$2000.

Mr Thomson also emphasized the point of asking largely, and said that nothing can be done without money.

Miss Hewins showed a map, issued by the Connecticut library commission, which showed the distribution of libraries throughout the state. She said that matters could be helped by publishing in a slow community what was being done in a more advanced one, appealing to local pride to get the library started.

The education of the librarian by means of round tables, institutes, and regular summer library schools, followed:

Mr Dewey presented the question as to whether the schools already in session and well established should be attended by people from all sections of the country, or whether the purposes of the commission would be better met by a wider distribution of schools less well equipped, and with a fewer number of teachers. Conditions would



largely determine this question, but a high standard was insisted upon by all who took part in the discussion.

Miss Hazeltine of New York spoke of the Chautauqua summer schools having had 41 pupils, representing 20 states, for six weeks, and requiring a high school education, or its equivalent, and two years' actual experience in a library, for admission. Mr Dewey made the point that summer schools should admit no one who had had less than a year's experience in library work. Miss Sharp of Illinois spoke of a supplementary course along special lines, such as public documents and children's work, to be given in Wisconsin and Iowa. This will keep hold of students and bring them back successive years.

Miss Hazeltine told of the good effects of the institutes held in New York state this year under the auspices of the library association.

Miss Hewins told of a pasting day which the commission held in her library, when librarians from all over the state were invited to come and spend the day in pasting and repairing old books. About 40 librarians attended, and good results were acknowledged.

Mr Dewey spoke a good word for the reduction of postal rates and express charges on public library books. A general discussion followed, and a resolution indorsing the idea was passed and a petition to the council for action was ordered.

#### FRIDAY MORNING—GENERAL SESSION

The first order of business for Friday morning was the election, and an hour was given up to the ballot box followed by a discussion of catalog cards.

C. H. Hastings, of the Library of Congress, spoke as follows:

#### The card distribution work of the Library of congress

The work of distributing printed catalog cards to libraries was commenced by the Library of congress about Nov. 1, 1901. Up to June 14, 1902, 170 libraries had subscribed for cards. In

addition to these there were on the list of subscribers seven individuals, mostly university professors, who subscribed for cards in their special line.

The libraries using cards may be classified as follows: Public libraries of 100,000v. or more, 16; public libraries of from 25,000 to 100,000v., 44; public libraries of from 10,000 to 25,000v., 30; public libraries of less than 10,000v., 28; university libraries, 8; college libraries, 5; high school and normal school libraries, 4; libraries of departments and bureaus of the United States government, 4; state libraries, 7; theological libraries, 2; law libraries, 2; technological libraries, 3; libraries of historical societies, 2; one art institute library, one bibliographical society library.

Up to June 15, 18 depository libraries had been selected, namely, the Atlanta Carnegie, the Brooklyn Public, Cleveland Public; Fisk free and public, New Orleans; John Crerar, Chicago; Johns Hopkins university, Baltimore; McGill university, Montreal; Mechanics institute, San Francisco; Massachusetts State, Minnesota university, Nebraska university, New York Public, New York State, Philadelphia Free, St. Louis Public, University of Illinois, University of Pennsylvania, University of Texas.

The experience of the libraries using the cards has been so well summed up heretofore that I shall devote this paper mainly to a discussion of some of the chief difficulties in the card distribution work with a statement of what is being done by the Library of congress to overcome these difficulties and wherein the libraries subscribing for cards may assist in their solution.

**1 Delay in receiving the copyrighted books—** The framers of the present copyright law evidently had no provision as to the card distribution work. The law requires that on or before the day of publication in this or any foreign country two copies be delivered at the office of the Librarian of congress, or deposited in the mails within the United States addressed to the Librarian of congress. As the law now stands it is entirely possible for a New York pub-

lisher to conform to it and yet place copies of publication in the hands of individuals and libraries one day before the deposit copies reach the copyright office at Washington. In addition to this there are usually a few books each month, probably less than 1 per cent of the whole, which through carelessness on the part of the publishers or authors, come to hand weeks after publication, or do not come at all unless a letter of inquiry is sent out by the copyright offices.

Another provision of the law which causes trouble is one requiring that there shall be deposited a copy of every subsequent edition of a book "wherein any substantial changes shall be made." The question as to how much constitutes a substantial change, and who is to be the judge as to the same not being settled by law, room is left for a variety of interpretations, with the result that the later edition may or may not come to the copyright office, while reprints bearing a new date and requiring a new card, quite as much as a new edition, are not to be sent in at all. This is especially noticeable and annoying in the case of law books.

After allowing for the time which it takes to catalog the books and get the cards into stock, 90 per cent of the cards for current copyrighted books on the average are ready when orders are received for them. But the question remains, What can be done about the other 10 per cent? The copyright office has changed its routine so that books are sent to the catalog department as soon as they are received, and stand ready at any time to investigate a case of failure to send in the deposit copies. Clearly the copyright office is doing all it can under the present law to facilitate the prompt production of cards for copyrighted books.

After the books are received in the catalog division, two weeks, on an average, are required to produce printed cards from them. Several days might be saved here were it not for the necessity of holding titles to get a form of five which can be given a subject head-

ing in the proof. It is possible ways will yet be devised to materially reduce the time required for cataloging.

As far as the filling of the order by the Card distribution section is concerned, excepting in the case of very large orders, it seldom happens that the order remains unfilled over two days. This much delay has been necessary owing to the fact that orders come in very irregularly. We expect soon to have a force sufficiently elastic to enable us to fill almost any order within 24 hours.

In spite of what has been done and can be done to expedite the work, there is likely to remain always a percentage of copyrighted books for which cards cannot be furnished if a library orders them immediately after the publication of the book, but will usually enable the library to obtain most of the others, probably 9 out of the 10 per cent.

2 The number and variety of current non-copyrighted books ordered by American libraries—The number of very important books in this class for which cards are ordered by libraries is of course not large. The Library of congress might easily buy all of them, and by waiting a year or two it would probably become apparent in one way or another what the most important books were. This seems to have been, to some extent at least, the old way of selecting books at the Library of congress. But when the card distribution work began the Library of congress was all at once called upon to be as up to date as all the up-to-date libraries on the list of subscribers to the cards. It was expected to have cards not only for the most important books, but for all of the books which chanced to strike the fancy of librarians. The result can be inferred. The attempt to reduce the time necessary to secure cards for books ordered to a matter of definite periods with definite checks, which worked very well in the case of copyrighted books, has been more or less unsuccessful in the case of non-copyrighted books. The time set has often proved too short, and not infrequently a book which we thoroughly

expected would be ordered has, for some reason, not been ordered.

The fact is recognized by those having to do with the ordering of books at the Library of congress, that it being primarily a reference library can never hope to buy, and never ought to buy, many books which may properly be bought by public libraries. At the same time there is a disposition to buy such books as we care to have promptly on their appearance, and to send the books on to the catalog department as quickly as possible.

The percentage of cards for non-copyrighted books which we have been able to furnish thus far is admitted to be small; 15 per cent of those ordered would probably be an outside estimate. Unless there should be a very marked gain in the number of volumes received, and in the promptness with which they are received, the conclusion of the committee on administration, that the percentage of cards supplied for orders relating to this class of books is so small that it does not pay to order them, except by serial number, is manifestly true of libraries which cannot wait; but the reward for waiting here is much greater than in the case of copyrighted books. One large library, the best waiter on our list, reports that it gets cards for 68 per cent of the titles which it submits for foreign books; another large library, which submits its orders in the same way, but is a poor waiter, gets only 5 per cent of the cards ordered. In view of the present effort being made by the Library of congress to get a respectable number of this class of books on its shelves promptly, we trust that some of the libraries, even though much disappointed in regard to the percentage of cards furnished in this class, will continue to experiment in ordering them a while longer.

3 **Ordering cards for books announced, but not yet published**—This practice is a source of expense to us, and the advantage to the library ordering cards for such books must be a doubtful one. Orders for cards for Larned's Guide to the literature of American history have

been coming in ever since the card distribution work began in November. Marconi's Wireless telegraphy is another old offender. Orders are constantly being received for books in series, some of which we believe are still in a nebulous state in the mind of the author. After the publication of the spring announcement number of the Publisher's weekly, the proportion of titles of books announced in the orders received was something alarming, in view of the fact that no charge could be made for looking them up. This has been remedied in the new price list, but we earnestly hope that the up-to-date libraries on our list will remain satisfied with being up to date, and cease to speculate in futures.

4 **The smallness of the orders**—The average size of the orders received is less than \$1. Each order must be put through from half a dozen to a dozen processes, according to circumstances. It is easily possible to come out the loser in handling the smaller packages. A few libraries on the list have inclined to the idea at times that a daily order is the thing. From our point of view a weekly order is much more proper. In connection with several orders a word may be said in regard to other small items in the bookkeeping. In order to dispense with the services of a special bookkeeper it is necessary to keep the accounts as few and simple as possible. While we cheerfully give credit for cards returned on which we have made a mistake, we cannot give credit with the same cheerfulness, or at all, on cards in the case of which the mistake was made by the library ordering the cards. Two or three cards, once they are removed from the stock, are poor property. We do not wish them returned even as a gift, much less can we give credit for them and write a polite note of acknowledgment.

5 **The fixed expenses of the card distribution work**—For the satisfactory carrying on of the work four complete catalogs of the printed cards are now in use or are being prepared. In addition to these a catalog of copyrighted books

in the process of cataloging, a catalog of books ordered for which cards are wanted, are required, and a catalog of oddities and suspects for which we have not cards, and are trying to find out why not. These catalogs must be kept up to date to the hour, or they cannot be relied upon for filling current orders.

The work of the assistant in charge of distribution, and of the stenographer, is, to a large extent, not productive of direct returns in the way of cards sold. Add to these expenses about \$1000 per year for the storage of cards, and it will be seen that the fixed expenses are at present large. If the amount of cards sold should increase to two or three times what it is at present, the fixed expenses, inasmuch as they will remain practically the same, will not be so formidable, but just at present they are an important and disturbing factor in the work from the financial point of view.

The proper subscription price for the proof sheets is still under debate, and it is not unlikely that the price indicated on the proof sheets will be changed in the final issue of the publications. It is obvious that the proof sheets are issued to furnish a convenient means of ordering cards. If used for that purpose, notice that there is a provision for a rebate in the price up to the full cost of the proof. If not used for that purpose, they should bear a much larger share of the cost of type-setting and fixed expenses of the card distribution work than is indicated by the price given.

The demand that the proof sheets be continued is so positive that there is no chance of their issue being suspended for the present. At the same time it seemed probable that enough libraries will be interested in the plan of subscription to cards, in place of proof sheets, to make it worth while to sort the cards in the way required by such subscriptions.

The plans for the card distribution work during the coming fiscal year include the following new items: 1) The use of traveling catalogs to facilitate the recataloging of libraries with printed

cards; 2) the printing of subject headings on all cards for books in English; 3) the printing of cross reference cards; 4) the printing of series cards whenever a series is completed; 5) the printing of cards for the new edition of the A. L. A. library.

Mr Putnam, in answer to a request, spoke on the Distribution of printed cards. He said that a handbook was to be issued about the first of July which would explain the distribution of cards to a great extent.

Mr Andrews, of the John Crerar library, Chicago, said they use the cards in that library, ordering an entire set and also ordering an extra number of cards for lists for the assistance of readers. They receive cards for all copyrighted books and a large percentage of foreign books.

H. C. Wellman of Springfield said that the proof sheets are not used much in small libraries. They have found in their library that the cards are very valuable in making selections for the purchase of books.

Mr Putnam then told of the 18 depositories. There are two requirements for these depositories: 1) Cards shall be arranged alphabetically; 2) They shall be made as convenient to the public as possible. They hope to meet, with the help of the depositories, the case of small libraries in the selection of their books, and hope in the next five years to meet the demand for the complete catalog. A complete catalog of the A. L. A. list will have been made in that time. Small libraries have been accustomed to cut up proof sheets and paste on cardboard to make a permanent card. This labor of pasting entails more expense than buying the whole set outright.

Mr Putnam said that a different grade of cards cannot be supplied.

A traveling catalog has been proposed by Mr Hastings. This is to consist of a set of cards to be sent about to inform libraries of the cards on hand. This is designed to help a library to catalog their books quickly, particularly for large libraries recataloging.

Then came the supplementary reports on various topics. The topic of Branch libraries was dealt with, first by E. H. Anderson of the Carnegie library, Pittsburgh. Mr Anderson gave one of the best papers, perhaps the most helpful to many who were there in the interests of library buildings, in his paper on Planning and equipment of branch libraries. The establishment of the branches in Pittsburgh was the subject of his address, which was most interesting. Mr Anderson's paper will be printed in full in separate pamphlet form for distribution by PUBLIC LIBRARIES later.

L. L. Ward, supervisor of branches of Public library, Boston, then read a paper on the

#### Functions and resources of branch libraries

Branch systems are in the making, in a peculiar sense, so that a résumé of the functions of a branch, or of its resources, represents rather what ought to be, or may be proved to be, wise in the future, than what actually exists in any large library at present.

There is no generally accepted nomenclature for branches and stations, though the whole subject was discussed quite fully and clearly at the Conference of 1898, and it may be assumed that all are familiar with the distinctions between the different types as they were defined then. I am in fair agreement with others if I call a branch a subordinate and auxiliary library with a considerable fixed collection of books; a delivery station an agency of the central library without any books for direct circulation; a delivery and deposit station an agency of the central library with a shifting collection of books, which are circulated directly from the station, but with no permanent books, or very few.

It would be possible to call a deposit and delivery station a branch, since it has books upon its shelves, but this is not generally done. Still more, such a station, with the addition of reference books and a very small permanent collection—say of 1000v—may be called a branch, and this is done in some libra-

ries. The definition given above includes such small branches as these, though in certain libraries they would be called reading-rooms.

The delivery station, pure and simple, has been a success in some cities where there is a strong central library with no branches. It is, however, merely a mechanical agency for distributing books to the public. All that is to be got in visits to a branch, namely, the stimulus of the crowd engaged in the same pursuit, the sight and handling of other books than the one wanted, the use of reference books and periodicals, the influence of pictures, the information to be gained from the attendance and from the bulletins and card catalogs—all this is lacking; and while the home use of a popular library is chiefly fiction and light literature, the hall use may be quite a different thing. A system of house-to-house delivery is essentially of the same nature as the delivery station, though of wider scope. Except for those confined to their houses, car tickets at reduced rates to the central library or the nearest branch would be far better. I do not know if these are yet provided anywhere, though I have no doubt they will be in time. But a little place must be left for individual effort, for people may be pauperized intellectually as well as materially.

If progress is from the homogeneous to the heterogeneous, from simple to complex functions, the correct development would seem to be from delivery stations to branches, through delivery and deposit stations and reading-rooms, or small branches. In the Boston Public library there are no simple delivery stations, and the shop stations, which have both delivery and deposit features, are slowly being eliminated in favor of what are called service stations, in charge of a library employé. The reason is, of course, the more complex functions of which the latter type is capable. Cost is the drawback to the service station and the branch, but the results justify the expense. It is the branch only, and gen-



erally the one of larger type, which is to be specifically considered here, for its functions are comprehensive.

A branch should be a distributing agency for the central library. By this means the branch resources are supplemented and its efficiency increased. It is relieved from carrying books on its shelves which it would otherwise find necessary. In the most effective type of system, central and branches are so linked together that the same borrowers' card is good everywhere, and books taken at one point may be returned at any other in the system. The central library is the clearing house. This arrangement is possible only with a daily wagon service. But, further, the branch should be an advertising agency for the central library, making its resources known to the local constituency, for no branch ought ever to consider itself a substitute for the main library.

The branch may very effectively be the agent of the central library in carrying out special enterprises, for which the central corps of assistants is inadequate. For example, in Boston the plans of the library for work with schools have been carried out very largely through the personal labor of the custodians of branches and reading-rooms, and the enterprise of taking applications for library cards in all the schools of the city could never have been accomplished except by using the force of branch employes.

But the branch ought also to be in touch with every educational institution in its district—with social settlements, study clubs, and other such enterprises. The churches should, of course, be included. Such a close relationship is good for the branch and good for the institution, and coöperation has been found to be a remarkably stimulating word when used in this sense. There should be compiled a list of the educational institutions of the city, arranged according to the districts represented by the branches, and each branch should be held responsible for new information.

In fact the branch should be the intellectual center of the district as far as possible. Its local character should be emphasized. In one branch that I know in a poor quarter, people come for advice, to learn the spelling of words, to have letters written, to settle the point at issue in a bet. A group of old soldiers gathers there to read books on the civil war. A central library is not local or personal, but with the proper attendants the branch is both.

In the case of the full grown and unwilling man, educational results must be chiefly looked for as a by-product of the whole library activity. It is, however, of the first importance that the branch should make its reputation as an advisory agency for that part of a community which will accept direction. And here tact, persistence, and good nature play their part. It is astonishing how unfailing and smiling eagerness to assist will win over a community.

But if a branch system is to be efficient, its agencies must cover the ground for which the library is responsible. Large branches are expensive, and are practicable only at the more important centers; but they may be supplemented by reading-rooms or small branches at the lesser centers of business and population, located also with reference to the steam and electric railroads and the flow of travel. The ideal in a large city is to have these occur at intervals of half a mile. People will not go so far as a mile or even three-quarters of a mile. If their own gratification only were concerned, they might be left to suffer, but for the good of the municipality they should be provided with library agencies where they will use them.

To perform the functions which have just been outlined a remarkably well-equipped corps of assistants is necessary. Since library school graduates, however, are not available for positions paying from \$5 to \$7 a week, the only remedy is for the library to educate its own assistants—not in a desultory way in the course of the regular work,

but by some definite system. This may be done by meetings or classes, by encouraging the study of Mr Dana's, Mr Spofford's, Mr Fletcher's, and Miss Plummer's books, by circulating library periodicals, or by a system of written questions.

With regard to the resources of a branch in books, it might at first appear that the greater they are the better. But considerations of cost, space, and time make it desirable to keep most collections within moderate limits. Every superfluous book hinders the efficiency of the branch.

From 1000 to 2000v. will be duplicates. In a large city a reluctance to duplicate is fatal to the usefulness of a branch, for continual disappointments will alienate the members of its constituency, especially the school-teachers. The problem of the proper proportion of the different classes in such a collection has not yet, so far as I know, been worked out in any branch libraries with a central delivery with sufficient thoroughness to justify dogmatism. There should be a supply of juvenile books adequate to the actual use, which is probably from 35 to 40 per cent of the whole use, and half of the juvenile books may properly be fiction. There should be from 400 to 600v of reference books, and these should always include a separate children's reference collection. There should be several hundred volumes of bound periodicals, primarily for use with Poole's Index.

Most branches today are overstocked with fiction, for in some of them there are from 3000 to 4000 titles. But the cutting down which is inevitable may easily be carried too far. If we are honest with ourselves we know that a perfectly natural craving for variety leads cultivated, as well as illiterate, people to prefer the mediocre new book to the old one of the first rank. And those who are familiar with the illiterate class know that, as Mr Cutter says, "there is in such people an incapacity of mind which makes a book two degrees above them a sealed book."

Yet this class must be provided for. A mediocre novel is not necessarily a silly novel. Most things are mediocre; most of us are mediocre librarians. And it is a fallacy that there is a direct and exclusive connection between the best literature and ethics. The essential thing for a public library, one of whose functions is to furnish recreation, is to look for and make use of the wholesome novels.

In the branch collections there will necessarily be a fixed element and a shifting element, the latter representing the current purchases which must be made in order to retain the interest of the public, or books which were for a time the best but have been superseded. It is not always possible to combine opportuneness and durability, and popular novels and books about the Dreyfus case must be had though it is certain that the demand will cease. But in all shops a portion of the goods becomes spoiled or shopworn, or goes out of fashion; and experience has proved that the superfluous fiction, at least, will find a use if it is shifted from one to another of the smaller branches and displayed on open shelves.

To the one who chooses or recommends books for a branch library comes what may be called the *a priori* temptation, that is, the inclination to use the intuitive method in selecting, and to aim at completeness because of its intrinsic propriety. But branch collections should be made on empirical principles, and completeness should be quite disregarded; for nothing produces such disappointing results as intuition, and nothing so devours money and time and space as completeness.

It has been often said that there is nothing so delightful as to plan reading for other people, and the fascination is well illustrated in the numerous lists which were made once upon a time by noted people by way of substitutes for Sir John Lubbock's list of 100 books. The extreme divergence of the makers' views may be noted by the way. It is, however, quite proper that a limited number of standard books

which are not eagerly read should be placed in a branch library, for such books impart information by their mere presence, and they nourish a high ideal. But the rule of choice is otherwise. English literature is naturally of greater excellence than American, nevertheless American authors must be multiplied in our branch collections. Books on English history will bear a ridiculously small proportion there to those on American history. In the latter class there need be little hesitation in choice. Anything respectable is useful. But the history of certain countries and periods will hardly be needed at all, because our schools do not study precisely these. The demand must rule, and however it may be in philosophy with regard to the make-up of branch collections, all the librarian's ideas are derived from experience.

It is evident that the time is close at hand when in this matter the experience of libraries will be combined, and as a result of experiment and report there will be a certain uniformity in the branch libraries all over the United States. If librarianship were ever to become mechanical, all would be over, for personality and mistakes are far better than mechanism and the dead level of accuracy.

Frank P. Hill, Public library, Brooklyn, then read a paper on the Administration of branch libraries. Mr Hill said that it was a mistake to start out all branches at once. Experience would prove what is best, and gradually adding to the number of branches gives us the chance to correct the mistakes that have been made in the previous attempts. It is genius to know what to discard as well as what to choose, and library buildings give us ample proof of the truth of this statement. Administration should come from the central library, but should be in the hands of persons competent to deal with the problems both from a business as well as from an administrative point of view.

Dr Hosmer of Minneapolis said that a lecture room is a doubtful good, and holding performances in the library

building hinders work. Special care should be taken in lighting a library and in arranging wall space. High windows are specially to be commended, and handsome paneling deplored.

John Thomson of Philadelphia said that lecture rooms are a necessity, and useful in bringing the library to the attention of the people. They had proved most necessary and helpful in Philadelphia.

Mr Hill said that Brooklyn, in its series of branches, would provide a lecture room in each branch.

Mr Bostwick thought that it was not absolutely necessary to have supervision over all the parts of the room, but that some one ought to be on the floor to assist where it was necessary, and in that way take part of the supervision.

Miss Wallace of Atlanta spoke of the things in her library, which she hoped would be different at another time. Hardwood floors are beautiful, but difficult to clean, and are noisy; the ventilating machinery, said to be the best of its kind, placed in her library was not a success, and it was necessary to provide means for opening the windows. Club rooms for various societies for young men had proved a most successful drawing card in acquainting them with the library and its books. Mr Dewey thought that the library should stand for information, inspiration, and recreation.

#### FRIDAY EVENING—LAST SESSION

The announcement of the election of officers for the following year was read: President, Dr James K. Hosmer, Minneapolis; first vice-president, Dr James H. Canfield, New York City; second vice-president, Anne Wallace, Atlanta, Ga.; treasurer, Gardner M. Jones, Salem, Mass.; recorder, Helen E. Haines, New York city; trustee of endowment fund, Alexander Maitland, New York city; members of A. L. A. council, Melvil Dewey, N. D. C. Hodges, William T. Peoples, Ernest C. Richardson, and Lutie E. Stearns.

The first address of the evening was, A word from an editor to the librarian,

by W. H. Page, editor *World's work*.

Mr Page dealt with the subject in hand, the responsibility of publishers in placing books, good in matter, style, and purpose, before the public, in the form of answers to questions which he said had been given him by two members of the A. L. A. with a challenge to answer them at this meeting. His address, which was given without notes, was a skillful answering of the questions in hand in a witty, semi-humorous, but effective way, which placed the responsibility on the public which did not furnish better material to the publishers, on the librarians who do not discriminate in the choice of books for their libraries, and on the readers who not only tolerate, but extol poor work.

The Gift extremely rare was shown to be adaptability, by Miss Lord of Bryn Mawr college, who in a striking manner and unusual way drew her story from the poetry of Oliver Hereford.

A paper on the Relation of the press to the library was presented by Lindsay Swift, of the Boston public library. Mr Swift advocated being frank, fair, and honest with the best papers, saying that much of the criticism of libraries and their administration grows out of a misunderstanding of the matter by the newspapers. A newspaper never forgets a library which has not dealt fair with it in a matter of news.

Sec. Faxon then presented the proceedings of the council to the association, as follows:

1 Whereas, the system of net prices maintained by the American publishers' association has resulted in an unexpectedly large increase in the price of books in libraries; and

Whereas, that increase has worked great hardship on libraries in limiting their purchases of current books, diminishing their power of meeting the demands of the public, and narrowing their influence and opportunities as educational institutions; and

Whereas, the interests of the library and the bookseller should be closely allied; be it

Resolved, that the American Library

Association urges the American publishers' association to make such arrangements that libraries may secure an increased discount over the present allowance on net books, and may not be unduly restricted in dealing with booksellers.

2 The indorsement of the effort for pound rates for transmission of books between public libraries, and the use of the free rural mail delivery for the same.

3 The recommendation that the N. E. A. be requested to coöperate in the preparation and distribution of a handbook on library administration for normal schools was referred to the Publishing board.

4 The time and place of meeting for 1903 are left in the hands of the executive board, with recommendations looking to the holding of the meeting in the middle west.

Dr Hosmer, as chairman of the resolution committee, was called on to make his report, and Dr Billings took that opportunity to present the new president to the association. Dr Hosmer in a few pleasant words made his initial speech, and at its close presented the usual resolutions of thanks for all the kindness received from the various hosts. At the close the president declared the meeting adjourned.

#### Notes

The attendance was the largest in the history of the association, over 1000 registering during the week.

The gift of \$100,000 from Mr Carnegie for the work of the Publishing board is the largest gift that has yet been given. The announcement was received with enthusiasm, and plans long held in abeyance for want of funds were topics of conversation on all sides.

A visit to the site of Brook farm, at the invitation of Miss Hewins and under the guidance of Mr Swift, was one of the pleasures that will long be remembered. The visit and tea at the beautiful home of Mrs Hewins and her daughters afterwards, added new delight to the day.

The various interests of the association have required the division of attendance into sections, where it is possible to give proper time and attention to details, but at the same time it precludes one from enjoying as many of the good things offered in the various sections as he wishes.

The C. S. convention was in a large measure responsible for the large attendance. Is it not time that active steps were taken by those in authority to secure better rates than one and one-third for the A. L. A. conventions? A little effort rightly applied would undoubtedly bring it about.

There was the best representation geographically that has been present for several years. Mr Teggart from San Francisco, Mr Beer from New Orleans, Miss Wallace from Georgia, Mr Gould from Canada, Miss Poirier from Duluth, with large numbers from the middle west and all along the eastern coast, of course, brought together many men of many minds, and many people of many kinds.

The post conference trips were taken by a comparatively small number of those in attendance. The larger party took the boat Saturday for Bar Harbor, Me., returning to Boston on Thursday evening, reporting a most enjoyable time. About 50 persons were in the party. Nearly as many more remained in Boston as a base, and visited the historic towns and inspected libraries in the vicinity of Boston, under the guidance of members of the Public library and the Library Bureau, in a most enjoyable manner.

It was generally understood before the gathering at Magnolia, that the hotels there would receive the guests, but not with pleasure. It was a great point in favor of the librarians, therefore, when the management expressed itself as pleasantly disappointed in the personnel of the party, saying that if all conventions were made up of such intelligent people, knowing what they wanted, why and when, showing con-

sideration in all things, that less prejudice against conventions would exist.

The appearance of the Guide to the literature of American history at the conference was a joyful event to the many librarians who have been waiting for it so long. An examination of the volume gave additional pleasure. The work is comprehensive, much more so than was expected; is logically arranged, covering every phase, period, and source of American history. No library can afford to be without it as a time-saving and labor-saving tool. Several lists, outlining a school library, a collection for a town library and a good working library in American history are included in the work. The whole has an index that is well made and comprehensive. The contributors are all well-known persons in the world of history, while the editor, J. N. Larned, of Buffalo, is perhaps the best prepared man of his day for the work he has done in it. The whole thing has been made possible, however, through the generosity of George Iles of New York, who gave \$10,000 for the preparation of the work.

The A. L. A. owes more today to Mr Iles' generosity and faith in its purpose than to any other one person. From its earliest days he has stood its friend, coming to its help many times in a substantial way, and winning friends for the library cause among those not in touch with its work and aims. His interest has been entirely unselfish, while his natural modesty and reserve, perhaps, have allowed his work for libraries to be as well known as it deserves. Whatever new friends may appear in the future, the one who was earliest and best in the days of need will deserve lasting gratitude from American librarians.

### Catalog Cards for Juvenile Books

The Cleveland Public library and the Carnegie library of Pittsburg are planning to collaborate in printing cards for a dictionary catalog of juvenile books with simplified subject heading, the cataloging being done in Cleveland



and the printing in Pittsburg. These libraries find it desirable to supply each of their branches with such a catalog, and believe the plan of coöperation to be a practical one.

Much study had been given to the question of simplified subject headings for some time preparatory to beginning the work, and notes taken of subjects as asked for by the children.

Library school rules are followed as to form. Subject fullness of names is given, and no imprint except the copyright date on the author card. A. L. A. subject headings are used except where it has seemed wise to simplify. The following are some of the variations:

A. L. A.	CHILDREN'S CATALOG
Aërial navigation	Airships, balloons
Beverages	Drinks
Confectionery	Candy
Conjuring	Magic
Domestic economy	Housekeeping
Ethics	Conduct
Etiquette	Manners
Labor	Work
Meteorology	Weather
Textile fabrics	Cloth

Many additional headings have also been used, such as specific names of flowers, trees, birds, insects, animals; names of all holidays; names of common articles, such as baskets, bats, brooms; the ethical qualities, boasting, bravery, honesty, honor, etc.

The cost will depend partly on the number of subscriptions received, and will probably not be over 1 cent a card, provided 50 sets are subscribed for. The charge will, however, include only the cost of the additional work required, as the two coöperating libraries bear all cost of making ready.

It will not be possible to issue the cards with any regularity, but they will be sent out as rapidly as the routine work at the two libraries allows. Subscriptions will be taken for entire sets only. Names of those who desire cards, or who would like further particulars of cost, when a definite estimate is made, should be sent at once to

EDWIN H. ANDERSON,  
Carnegie library, Pittsburg, Pa.  
WM. H. BRETT,  
Public library, Cleveland, Ohio.

### Library Work at Lake Placid

Now that the annual conference of the A. L. A. at Magnolia is so successfully over, Library week of the New York association should be called attention to.

Two years ago the association adopted a definite, stated time, the last full calendar week of September and a permanent meeting place, the Lake Placid club in the Adirondacks.

Reports of committees on the different branches of activity authorized last year—on library institutes, on library publicity, and on short reading lists—will certainly furnish points for very lively discussion. A round table session on detail work in small libraries conducted by the president, a session that those who saw the president's work in this line at the institutes insist on having; a session on children and literature, the discussion opened by a new voice and from an unusual aspect, together with some things still too much in embryo to discuss, will make up a program that should contain interest and profit for most people.

The New York association welcomes all library workers, trustees, librarians, and assistants from all states.

The place is so beautiful, and September in the north woods is so glorious, that this meeting should be remembered in planning vacations, for it is possible during this week to gain refreshment of both mind and of body that tells during all the year.

The expense is not great. The club rates are \$10.50 a week for meals, with rooms from 50 cents to \$3 a day, whether occupied by one or two.

It is expected that the New York Central will follow its two years' old precedent, and grant a rate of one fare for the round trip on all its branches.

Further notices and circulars will be sent out nearer the time of meeting.

About rooms write to Asa O. Gallup, Lake Placid club, Morningside, N. Y.

About membership in the association, write Mrs H. L. Elmendorf, 319 Norwood av., Buffalo, N. Y.

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 Public Library, Minneapolis, Minn.  
 Public Library, St. Paul, Minn.  
 Public Library, Winona, Minn.  
 Public Library, Butte, Mont.  
 Public Library, Omaha, Neb.  
 University of Nebraska, Lincoln, Neb.  
 Reynolds Library, Albuquerque, N. M.  
 Ohio State Library, Columbus, Ohio.  
 Public Library, Toledo, Ohio.  
 University of Oklahoma, Norman, Okla.  
 Cossitt Library, Memphis, Tenn.  
 G. M. Simmons Library, Kenosha, Wis.  
 Public Library, Oshkosh, Wis.  
 Field Memorial Library, Conway, Mass.  
 Lynn Public Library, Lynn, Mass.  
 Medford Public Library, Medford, Mass.  
 Adams Free Library, North Adams, Mass.  
 Pittsfield Public Library, Pittsfield, Mass.  
 Thos. Crane Public Library, Quincy, Mass.  
 Revere Public Library, Revere, Mass.  
 Stoughton Public Library, Stoughton, Mass.  
 Bristol County Law Library, Taunton, Mass.  
 Walpole Public Library, Walpole, Mass.  
 Watertown Public Library, Watertown, Mass.  
 New Hampshire State Library, Concord, N. H.  
 Goodrich Memorial Library, Newport, Vt.  
 Indiana State Library, Indianapolis, Ind.  
 Indianapolis Public Library, Indianapolis, Ind.  
 J. W. Garrett (private), Baltimore, Md.  
 Tome Institute Library, Fort Deposit, Mo.  
 University of Missouri, Columbia, Mo.  
 Sedalia Public Library, Sedalia, Mo.  
 Winthrop Normal and Industrial College Library, Rock Hill, N. C.  
 Jersey City Free Public Library, Jersey City, N. J.  
 Montclair Public Library, Montclair, N. J.  
 Orange Free Public Library, Orange, N. J.  
 Pratt Institute Library, Brooklyn, N. Y.  
 New York University Library, University Heights, N. Y. C.  
 Carnegie Library, Lawrenceville Branch, Pittsburg, Pa.  
 Free Library of Philadelphia (Wagner Institute), Philadelphia, Pa.  
 Union Theological Seminary Library, Richmond, Va.  
 Noyes Memorial Library, Litchfield, Conn.  
 New Britain Institute Library, New Britain, Conn.  
 Southington Public Library, Southington, Conn.  
 Pequot Library, Southport, Conn.  
 Kent Memorial Library, Suffield, Conn.  
 Buffalo Public Library, Buffalo, N. Y.  
 Adirance Public Library, Poughkeepsie, N. Y.  
 Asbury Park Public Library, Asbury Park, N. J.  
 Newark Technical School Library, Newark, N. J.

And several departments of the Federal government at Washington.

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James Prendergast Free Library, Jamestown,  
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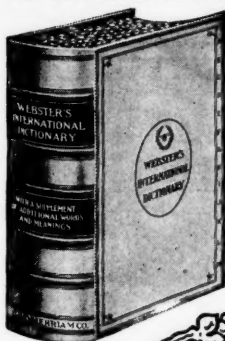
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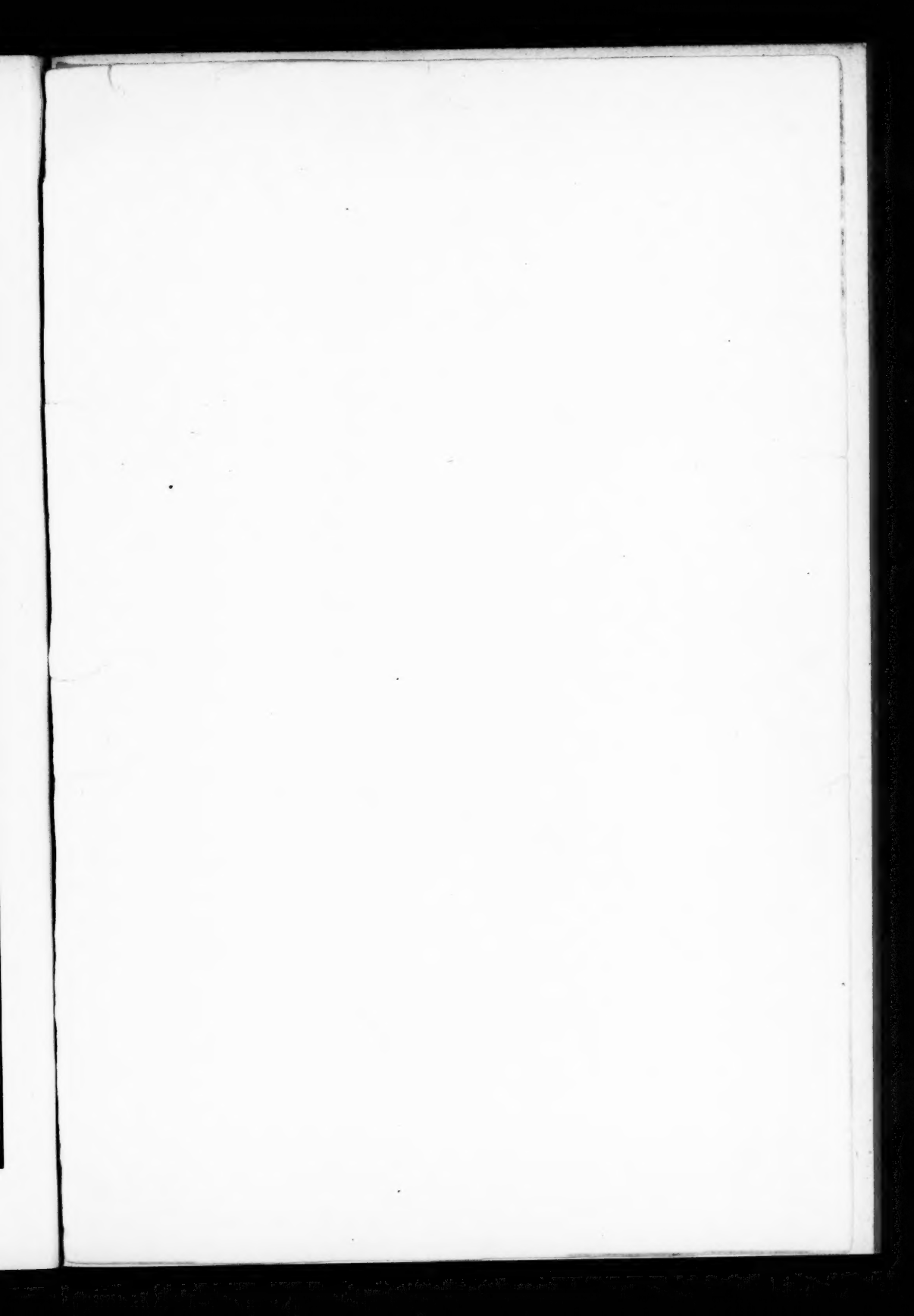
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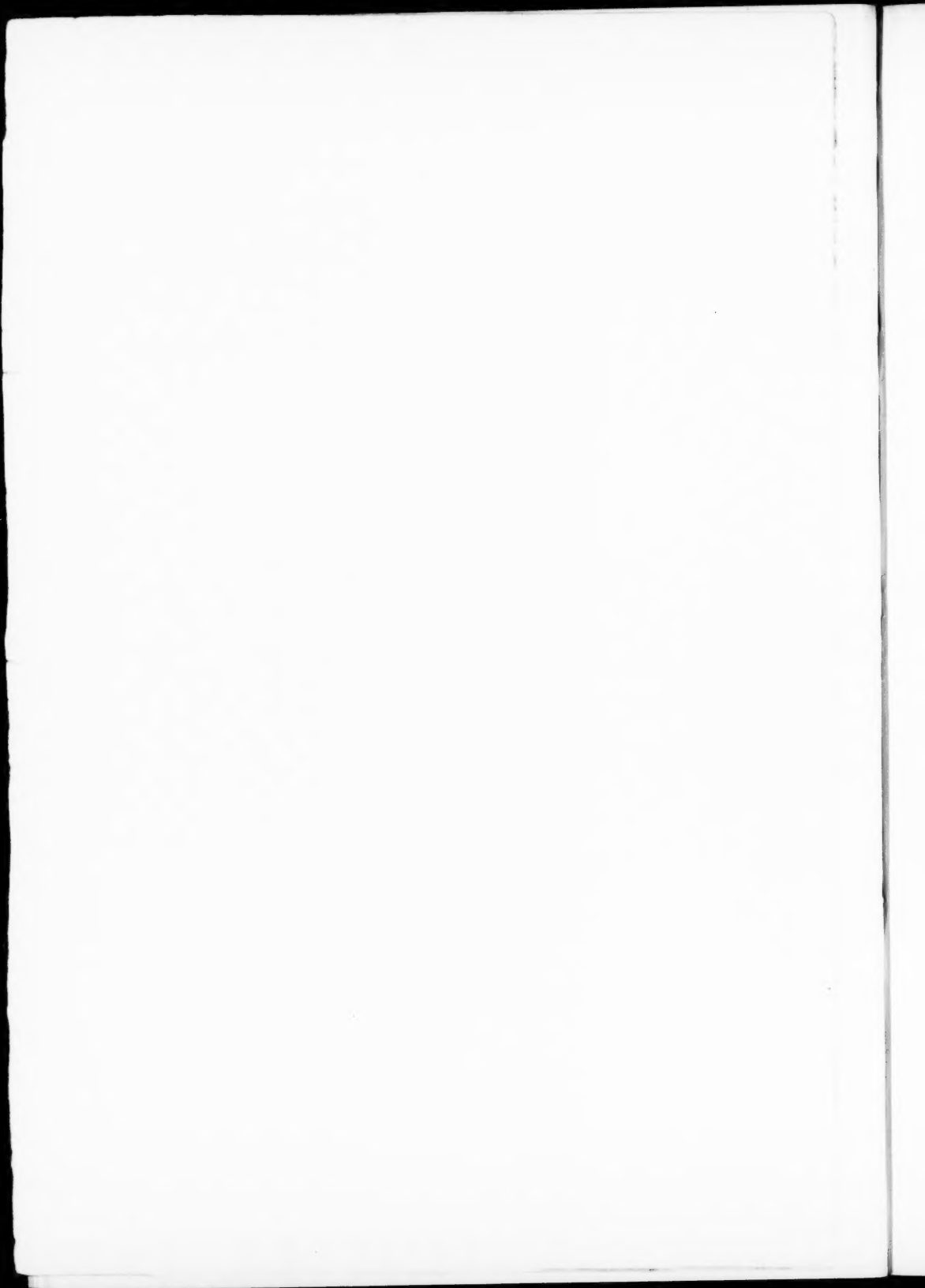
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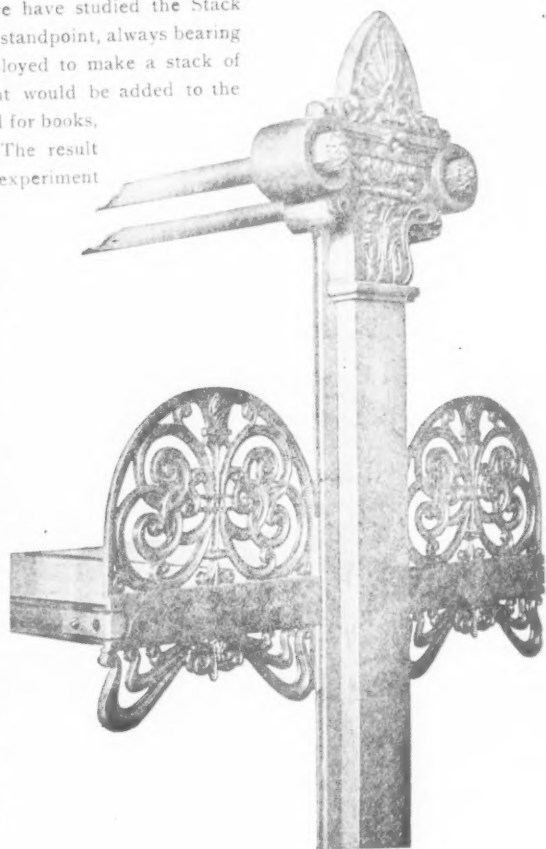
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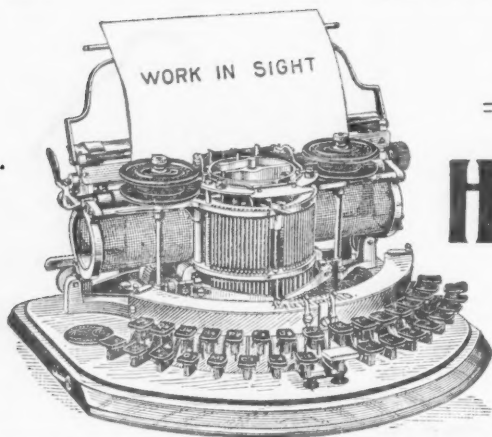


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